BOARD OF GOVERNORS UNIVERSITY OF TORONTO

MINUTE BOOK











Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 8th, 1942, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chencellor
The President
Hon. Dr. Bruce
Mr. Morrow

Mr. LaBine
Mr. Duncan
Mr. Osler
Dr. Anderson
Mr. Bryce
Hon. Dr. Ferguson

The Burser was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCulloch Mr. Ross

firmed.

Mr. Rogers Mr. McCullagh

The minutes of the last meeting were read and con-

Statute of Senate re Physical & Health Education Arising out of the minutes approval was given to the revised Statute of Senate Number 1523, transmitted by the Registrar, respecting the School of Physical and Health Education, which had been returned upon instructions of the Board to have embodied in the Statute proper the information contained in the Appendix thereto.

Letter of thanks on behalf of Engineering Alumni Assoc'n Also arising out of the minutes the Bursar presented a letter from Mr. H. E. Wingfield expressing thanks for the payment of \$175 authorized from the Wallberg Bequest in connection with the printing and publication of a "Vocational Guidance Booklet" by the Engineering Alumni Association.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Appointments

Faculty of Applied Science and Engineering:
Photographic Service:

A. R. Todd

- Assistant from 1 Jan., 1942 \$850 per an.

For the Session 1941-42

Faculty of Arts: F. Y. S. Tseng	- Research Assistant, Chinese Studies, 5 Jan. to 30 June without) salary)
History: R. G. Riddell	- Lecturer and Tutor, 1 Jan. to 31 May @ additional salary of \$500 (vide folio No. 206, Book No. 2)
L. M. Gelber	- Lecturer (part time) 1 Jan. to 31 May @ additional salary of 300 (wide folio No. 206.Book No.2)
H. B. L. Hughes	- Instructor (part time) 1 Jan. to 31 May 250
Political Economy:) Assistants, 1 Jan. to 31 May 200
W. Main N. Ward	200
Chemistry:	- Assistant for January and balance
E. W. Warren	of Session if required \$75 per mo.
Faculty of Medicine:	Tallam in Dethology 22 Dec to
E. C. Evans	- Fellow in Pathology, 22 Dec. to 30 June \$85 per mo.
School of Hygiene:	m 124 II. 344 Numaa Intonno
Miss H. Morrow	- Public Health Nurse Interne, Easter Term 1942 \$100 per mo.
Faculty of Applied Science ar	d Engineering:
Electrical Engineering:	- Demonstrator (part time) 1 Dec. to
D. B. McKichan	15 April \$300
D. M. Lovatt	- Demonstrator (part time) 5 Dec. to 15 April 300
G. W. N. Fitzgerald) Demonstrators (part time) 200
A. E. MacLaren) 1 Jan. to 15 April 200
L. Bakewell	- Assistant Electrician, from 1 Jan., 1942 (cancelling previous appoint- ment) \$1.500 per an.
Engineering Drowing:	ment) \$1,500 per an.
Engineering Drawing: G. Woodall	- Demonstrator (part time) l Jan. to 15 April (vice D.G.Wertheim,
	resigned) 200
R. E. Laidlaw	- Special Lecturer @ additional salary for Michaelmas Term, 1941, of 200
C. E. Lewis	- Demonstrator, Mechanical Engineer- ing. 1 Jan. to 31 March 600
C Conten	- Junior Assistant, Photographic Ser-
G. Carter	vice, additional salary of \$1.50
	per week from 5th January, 1942;
	viz: \$15 per week.

Appointments re Workers' Educational Association Classes

Confirmation was given to the following recommendations, approved by the President and already acted upon, in connection with changes in the appointments for the Workers' Educational Association Courses in the Department of University Extension and Publicity (vide folio 278, Book No. 2):-

Workers' Educational Association (Cont'd)

That the names of Dr. K. S. Bernhardt, Dr. A. Brady, Dr. E. T. Waters and Mr. Bora Laskin be deleted, reducing by \$450 the total remuneration recommended.

That the following new appointments be made:-Dr. D. C. Williams
Dr. S. F. Maine
R. M. Winter - Psychology - Current Problems - Current Problems 70 50

That certain remuneration already approved be increased as follows: -5 5 15

Mrs. A. E. Hewitt C. W. M. Hart G. A. McMullen Alex. Wingfield H. Beveridge 15

Other recommendations by the President were ap-

proved as follows:-

Resignations

That resignations be accepted from the following:

Dr. J. S. Jolliffe, a Lecturer in the Department of Pathology and Bacteriology, effective 7 January, 1942.

Miss M. B. McCall, Clerical Assistant, Department of Household Science, effective 31 December, 1941.

Miss Marion Herriott, Research Assistant, Department of Educational Research, Ontario College of Education, effective 31 December, 1941.

Leaves of absence

That leave of absence from 31 December, 1941, for the duration of the war be granted to -

J. F. Embree, Assistant Professor in the Department of Anthropology, in order that he may serve on the steff of the Co-Ordinator of Information in Washington in view of his knowledge of Japanese and of the Japanese people in Hawaii; no further payments on account of salary to be made to Professor Embree, and the question of contributions on his behalf to the Teachers' Insurance and Annuity Association to be considered next year. Authority was also given to the President to negotiate further for assistance in this department to replace Professor Embree.

G. deT. Glazebrook, Associate Professor of History, at the request of the Department of External Affairs, Ottawa, in order that he may assist in that Department during the extra burden caused by the war.

Adjustment in salaries of Prof.Lazier and Mr.R.B. McIntyre, Civil Engineering

That the salaries of Professor M. J. C. Lazier and Mr. R. B. McIntyre, Department of Civil Engineering: Municipal and Structural, be paid on a part-time basis as from 1 January, 1942, at the annual salaries of \$1,500 and \$1,200 respectively; contributions on behalf of Professor Lazier to the Teachers' Insurance and Annuity Association to be continued on the basis of his regular salary of \$2,650 per annum.

Re-arrangement for payment of salaries in Physics

That in view of the fact that Mr. Hans Lundberg, who has already contributed about \$20,000 to the Department of Physics for research in Geophysics, has been obliged to discontinue these payments, ment for payment of salaries in Physics

(Cont'd)

Re-arrange- the salaries hitherto charged to his contributions be re-arranged as

follows: -

That the salary of Dr. N. B. Keevil, Research Associate in Geophysics, at the rate of \$300 per month as from 1 December to 30 June, be paid from the Wenner-Gren Geophysics Fund. That the salaries of F. J. P. Consitt and R. F. Errington, Research Assistants in Geophysics, for the month of December, amounting to \$175 and \$150 respectively, be also paid from the Wenner-Gren Geophysics Fund.

Amendment to Estimates

That the following transfer and additional appropriations be

granted: -

Transfer, Physics

Transfer Physics:
From "McLennan Laboratory Research Fund" "Salaries"

\$7,000

Additional appropriations

Additional appropriations

School of Hygiene:

Department of Epidemiology and Biometrics-

"Special Lecturers" (to provide for series of lectures by Dr. D. V. Currey @ a remuneration

of \$240)
University Extension and Publicity:
"Office Expenses" 800

Communications were presented and dealt with as

follows: -

Revised fees in School of Law

From the Registrar transmitting for the consideration of the Board a revised schedule of fees for the Bachelor of Laws Course, and approval was given to this schedule which included an annual fee of \$40.00 to cover tuition and library.

External examiners in School of Graduate Studies

Also from the Registrar in connection with the employment and remuneration of external examiners in the School of Graduate Studies as follows:-

"The President, University of Toronto.

Dear Mr. President:

At the meeting of the Senate held on December 12th the following recommendation was received from the Council

of the School of Graduate Studies:

'The Council of the School of Graduate Studies recommends that provision be made for the employment and remunera-tion of external examiners in those cases in which the Committee in charge of the candidate's studies desires to add to their number such an examiner for the purpose of judging the thesis.'

The Senate was informed that the Council had in mind only candidates for Doctor's degrees, and that the number of candidates for whose theses external examiners might be required would be very small, not more than two or three in any Session.

External examiners, School of Graduate Studies (Cont'd)

The Senate concurred in the recommendation and directed that it be forwarded to the Governors with the request that they authorize the employment of external examiners and provide for their remuneration.

It is suggested that the fee for the remun-

eration of an external examiner be \$25.00, the amount of the examination fee prescribed for each candidate for a Doctor's degree. I would recommend that the sum of \$100.00 be added to the appropriation for the 'remuneration of examiners' for the Session 1942-43 and thereafter in order to take care of this additional expenditure.

Yours very truly, (Sgd) A. B. Fennell Registrar.

December 18, 1941.

In approving of this recommendation the Board gave instructions that in addition to the recommendation the conditions referred to in the Registrar's letter should also be adhered to, and, in order to provide for the fee of \$25.00 each for the examiners mentioned, authority was given for the sum of \$100.00 to be added to the appropriation for "Remuneration to Examiners" for the Session 1942-43 and thereafter.

Recommendations from Court of Discipline, Military Training

From Mr. A. B. Fennell, as Chairman of the Court of Discipline, transmitting the following report and recommendations in connection with Military Training, which were concurred in by the Board:-

"The President, University of Toronto.

Dear Mr. President: -

A meeting of the Court of Discipline was held on January 8th at which the Chairman and Dean Young were present. Four undergraduates appeared before the Court charged with having failed to comply with the regulations respecting military training for the Session 1941-42 approved by the

Governors in September, 1941.

The Court submits the following reports and recommendations regarding these students for the approval of and confirmation by the Governors: -

confirmation by the Governors:
McLeod, M. B., Second Year Arts, stated that
he had been attending no academic lectures during the Michaelmas
Term except a few in Religious Knowledge, and had paid no fees;
that he was aware of the regulations respecting military training but had deliberately not complied with them.

The Court recommends, in accordance with sec-

tion 4 of the regulations, that Mr. McLeod be ordered to withdraw from the University.

and Engineering, stated to the Court that he had been enrolled in the C.O.T.C. for three Sessions, from 1938 to 1941, and evidence was produced to show that his attendance during the last two Sessions had been very satisfactory; that at the beginning of the present Session he had applied for transfer to the Training Centre Battalion but had received no information regarding this transfer. further that he has been promised a commission in the transfer; further, that he has been promised a commission in the Royal Canadian Corps of Signals upon graduation.

Recommendations from Court of Discipline, Military Training (Cont'd)

The Court recommends that he be required to enrol immediately in the C.O.T.C. or the Training Centre Battalion, or in a reserve unit of the army, and to attend all required parades for the remainder of the Session; that if he should enrol in the C.O.T.C. or the T.C.B. he be required also

to attend the 2 weeks camp after the close of the Session.

Robb, W. D., First Year Dentistry, stated to the Court that he did not present himself for registration until October 6th, and that his registration was not completed until towards the end of October (Registrar's Note: - he was formally admitted to the First Year on October 16th); that about the middle of November he applied for enrolment in the Training Centre Battalion, and in the course of a week or so was refused permission to enrol; further, that last Session he was enrolled in the University of Manitoba C.O.T.C. where he completed 110 hours of training and 2 weeks at camp.

The Court recommends that he be required to enrol immediately in the Training Centre Battalion, and to attend all required parades for the remainder of the Session and the 2 weeks camp held after the close of the Session.

Whatley, D. E., Second Year Aerial Navigation, stated to the Court that he had not enrolled in the Training Centre Battalion as he expected to join the R.C.A.F. immediately upon the completion of his course in March; that he

had applied for enlistment in the R.C.A.F. last April (he produced a letter from the R.C.A.F. Recruiting Officer rejecting his application on the ground that he was not available for enlistment).

The Court recommends that he be required to enrol in the Training Centre Battalion immediately, and attend all the required parades of the Battalion for the remainder of the Session and the 2 weeks camp.

mp. Yours very truly, (Sgd) A. B. Fennell Chairman. Court of Discipline."

January 8th, 1942.

Renewal of agreement with City of Toronto for payment in lieu of taxes

From the University Solicitor enclosing copy of a letter from the City Solicitor stating that as the agreement with the City and the Board of Governors, respecting the annual payment of \$7,500 in lieu of taxes, expired in 1942, he was prepared to make a recommendation to the City Council for a continuance of this arrangement instead of applying to the Government for legislation to cover the same; and authority was given for a renewal of the agreement on the same terms as heretofore for a further period of five years from 1942.

University Avenue property, erection of fence

From the Commissioner of Parks, City of Toronto, as follows:-

"Mr. Charles E. Higginbottom, Bursar, University of Toronto, Toronto.

Dear Sir:-

RE: Fence - West Side University Avenue

We have a case in which the fence on the west side of the park lands of the City on University Avenue separates the same from adjoining privately-owned property on Simcoe Street and serves the purpose of a division line fence. A section of this fencing was recently removed without our consent, in consequence of which persons may now pass unhindered from Simcoe Street on to park lands on University Avenue.

University Avenue property, erection of fence (Cont'd)

The property in question is controlled by the Commercial Realty Company, Limited, C/o Messrs. Reid and Allen, 38 King Street West, and extends 97'6" South of the property of the National Life Insurance Company at the south-west corner of Elm Street and University Avenue, as indicated in red on plan herewith.

May I enquire if these owners have acquired from the

University of Toronto the right of access to University Avenue. If they have not, I shall be glad if you will arrange to have the necessary fence erected under Paragraph 2 of the agreement between the University and the City of Toronto dated March 2nd, 1889. This agreement, as you are of course aware, is published as a schedule to a statute passed by the Ontario Legislature and described as 52 Victoria, Chapter 53.

December 5th, 1941.

Yours very truly, (Sgd) C. E. Chambers Commissioner of Parks."

The Bursar reported that no right of access had ever been granted by the University in this case and that after an inspection of the property he was of the opinion that the fence in question had been removed in order to provide seating accommodation on the occasion of the visit of Their Majesties the King and Queen, and that if permission for such removal had been given by the City it would appear that they had an obligation to replace the fence. In view of the unusual circumstances of the case the Board approved of the Bursar's suggestion that the University Solicitor be asked to discuss the matter with the City authorities, after consulting with Dr. Gibson, Chairman of the Property Committee, and to make a report thereon.

Use of physical training facilities for C.W.A.A.F.

From Wing Commander J. M. Cohu, and Squadron Officer E. C. Bether, requesting the use of facilities at the University for the physical training of a selected group of 24 Administrative Officers and N.C.O's of the Canadian Women's Auxiliary Air Force for a period of 4 weeks commencing January 12, 1942, from 9 a.m. to 5:30 p.m. On condition that the officials directing the University Course on Physical and Health Education, as well as the T. Eaton Company Limited, consented to these arrangements the Board gave approval for proceeding with the same, it being understood, however, that the University would be put to no expense in the matter.

Regulations re registration of Internees

From Dr. O. Maass, Director of Chemical Warfare, Department of National Defence, Ottawa, recommending that in connection with the registration of internees the University of Toronto adopt a policy similar to that followed at McGill University where internees, while allowed to register, are limited to courses which would not necessitate their enterRegulations re registration of Internees (Cont'd)

ing the Chemistry building. This precaution is taken because of the secret research work being carried out and because it is thought that among such internees there is always the possibility of one or more of Upon the recommendation of the President the them being "planted". Board ordered that the following instructions be carried out at the University of Toronto, the same to be re-troactive:-

- That internees shall not be allowed to enrol in any course of lectures in which instruction in Chemistry is being given.
- That no internees shall be admitted to the University unless the Committee on Applications presents a report to the Board and such report is adopted by the Board.

The Secretary was also directed to obtain from the Registrar a list of internees registered to date, with all available information of each individual case and the name of the person responsible for payment of the fees.

Donations

The following donations were reported and were ac-

cepted with thanks and appreciation:-

Department of National Defence (Air) re Radio Technicians' Course No.2:\$33,750.00 - Tuition fees, Regular Course, Sept.22 to Dec.29
\$13,560.00 - " " Holdovers, Sept.15 to Nov.10 - Residence accommodation, etc. Oct. 6 to Nov.30 26,480.00 National Research Council:-

- further accountable advance in connection with Pro-\$ 4,000.00 fessor Price's Project A.M.4 on Aviation Medical Research.

- further grant to Dr. Gordon for Project C-1000-27 in 1,365.00 Chemistry.

- addition to Dr. Lucas' grant for Project C-1000-2 in 400.00 Banting and Best Department of Medical Research.

- for Dr. Cleghorn's research on Project 9-2 in the De-100.00 partment of Medicine.

Rockefeller Foundation:-

- to the School of Hygiene as a further grant towards \$ 3,625.00 the employment of additional faculty members.

- representing balance of grant towards fees and living expenses of Ian P. Todd, British medical student, in addition to the fellowship of \$1,500 previously 100.00 awarded to him by the Foundation.

Miscellaneous: -

- from the Toronto General Trusts Corporation as a fur-\$ 8,400.00 ther distribution in connection with the B-2 portion of the Colonel R. W. Leonard Estate.
- from the National Foundation for Infantile Paralysis

2,400.00 as a further contribution for research in the De-

partment of Physiology under Dr. Solandt.

from the Department of National Defence (Army) to cover the salary of Professor J. B. Bickersteth from January 1 to March 31, 1942, whilst he is engaged in connection with Educational Services in 1,125.00

the Canadian Army overseas.
- from the University College Alumni Association to 525.00 cover awards of Matriculation scholarships, the Maurice Hutton Alumni Scholarship and the Alumni

Scholarship and Prize. 250.00 - from G. A. Allen to cover the Jule and J. J. Allen Award for 1941-42.

Additional donations -

The following additional donations were reported and were accepted with thanks and appreciation:-

Leaside Engineering Co.re Wallberg Bequest From the Leaside Engineering Company Limited a distribution of the dividend requested by the two beneficiaries under the Wallberg Bequest (University of Toronto three-quarters, and Augustana College one-quarter) made up as follows:-

\$10,000 Province of Ontario 30% bonds, due November 1st, 1950, © 101 - \$10,100.00 Accrued interest - 1 month - 27.08

19,000 Dominion of Canada 30% bonds, due February 1st, 1952, © 102 - 19,380.00 Accrued interest - 4 months - 205.83 Cash Cash Total - \$30,000.00

Viking Fund Inc., re Geophysics research From the Viking Fund, Inc., New York, through Mr. Frank B. Common, Barrister, Montreal, the sum of \$10,000 as a further donation in connection with research in Geophysics in the Department of Physics, to be credited to the Wenner-Gren Fund.

Prints from Dr. S. Samuel From Dr. Sigmund Samuel, an exceptionally fine collection of prints of original drawings of Old Quebec, now hanging in the President's Office.

Report re University College Matters The report of the Standing Committee on University College Matters was, upon motion of Dr. Gibson, seconded by Mr. Morrow, adopted as follows:-

"To the Board of Governors, University of Toronto.

Centlemen .-

Your Committee begs to report that it held a meeting in the Board Room on Thursday, December 18, 1941, which was also attended by members of the Committee of the Council of University College, those present being -

Dr. Gibson (in the Chair)
Dr. Bruce Macdonald

The President Mr. Bryce Mr. Neilly

Principal Wallace
Dean Brett
Professor McAndrew
Professor Fairley
Professor Jeanneret
Professor Norwood
Professor Woodhouse
Professor Macdonald
Professor Taylor

The Bursar was present as Secretary.

At this meeting Principal Wallace presented a memorandum giving a review of the conditions in University College from its beginning up to the present time, which stressed particularly the decrease in registration during the last five years. Principal Wallace emphasized the seriousness of the situation, which he attributed largely to lack of residence and recreational accommodation for the students of University College.

University College Matters (Cont'd)

A general discussion then took place, as a result of which your Committee begs to make the following recommendations:-

That the Chairman of the Board consult
1. The President of the University Athletic Association as to enlarging the existing athletic privileges for the students of University College.

The Superintendent regarding a suitable location for 2.

the erection of tennis courts.

The Superintendent in connection with a site for the 3. proposed University College Men's Residence, for which a campaign for funds was inaugurated over three years ago; and the appointment of an Architect to prepare sketch plans and specifications for the same.

Your Committee also recommends that Principal Wallace be requested to consult with his colleagues of University College in an endeavour to prepare specific proposals either for a substitute for the present arrangement whereby the subjects are divided into College and University subjects, or for a greater co-ordination in connection with the College subjects taught in the Faculty of Arts by the various Colleges.

All of which is respectfully submitted.

December 18, 1941.

(Sgd) J. J. Gibson Chairman of Committee."

Report re Hart House Annual Statement

The report of the Standing Committee on Hart House

was, upon motion of Dr. Anderson, seconded by Mr. Bryce, adopted as

follows: -

"To the Board of Governors, University of Toronto.

Gentlemen: -

Your Committee begs to report that it held a meeting in Room 215, Simcoe Hall, on December 4, 1941, at 4 p.m., the following being present -

Dr. H. B. Anderson (Acting Chairman)
Mr. R. A. Bryce
Mr. J. R. Gilley (Secretary)
Your Committee transmits herewith the Auditor's Report and Financial Statement for the financial year 1940-41. The following is a summary of the financial operations for the year:-

Revenue - \$185,024.57 Expenditure - 178,919.16 Profit

\$6,105.41 The operations for the year 1940-41 show a profit of \$6,105.41, which is an increase of \$942.85 over the previous year, and the net current asset position shows an improvement of \$7,751.72 over the previous year.

All of which is respectfully submitted.

December 4, 1941.

(Sgd) H. B. Anderson Acting Chairman."

Report of Special Committee re Costof-Living Bonus

There was read the following report of the Special

Committee appointed to consider a Cost-of-Living Bonus:-

Report of Special Committee re Costof-Living Bonus (Cont'd)

"To the Board of Governors, University of Toronto.

Gentlemen: -

Following the appointment of your Committee, as a result of the recent ruling of the Dominion Government that a cost-of-living bonus be paid to employees, and in view of the action of the Provincial Government in instituting a plan which provides for such a bonus, your Committee begs to report that it has held the following meetings:-

The Superintendent

Movember 17, 1941, at which were present The Chairman of the Board The Su
The President The Bu The Bursar, as Secretary Dr. Gibson

Mr. Ross Mr. Osler

At this meeting Mr. LaBine was named Chairman of the Committee, but in his absence Dr. Macdonald took the Chair.

December 2, 1941, at which were present - Mr. LaBine (in the Chair) The S

The Superintendent The Registrar The Chairman of the Board

The President Dr. Gibson Mr. Osler The Bursar, as Secretary

December 11,

cember 11, 1941, at which were present -Mr. LaBine (in the Chair) The Su The Superintendent The Registrar The Chairman of the Board

The Bursar, as Secretary The President Dr. Gibson

At these meetings careful consideration was given to a cost-of-living bonus for the members of the staff of the University, and on condition that the Provincial Government provides the necessary funds your Committee, upon motion of Dr. Gibson, seconded by Dr. Macdonald, begs to make the following recommendations:

1. That a bonus be granted to those members of the staff paid

on a weekly or monthly basis and who are in receipt of a salary of \$3,000 or under as follows:
On the 1st \$1,000 or any portion thereof

On the 2st \$1,000 - from \$1,001 and up to and including \$2,000 - 6%

On the 3rd \$1,000 - from \$2,001 and up to and including \$3,000 - 3% That the total amount received, including salary and bonus,

shall not exceed \$3,000. That the bonus apply to those members of the staff whose salaries are provided for in the University Estimates; also to members of the staff who are paid from special funds, such as the

Institute of Child Study. That in the cases of the members of the staff of the University Press whose salaries are paid through the Bursar's Office, the bonus be charged against the funds of the Press.
That the members of the staff of the Ontario College of Educa-

tion be included in the event of the necessary additional funds

being provided by the Department of Education.
That the bonus apply to members of the staff of the separately administered departments, such as the Athletic Association, Hart House, and the Students' Administrative Council, the funds

for the same to be provided by the said organizations. That in view of the fact that the Bursar has been informed that the Connaught Laboratories have already made provision for a cost-of-living bonus to their employees, this department be not included.

That the staff of the Insulin Committee also be excluded as it is understood that in all likelihood provision will be made by

this Committee for its employees.
That in cases where a living allowance is granted, the amount of such allowance is to be considered as salary.

That deductions now made from individual salaries as contribu-10. tions to pension fund be not increased in proportion to the cost-of-living bonus but remain on the same basis as if the cost-of-living bonus had not been granted.

Report of Special Committee re Costof-Living Bonus (Cont'd)

That in cases where a member of the staff receives a salary 11. from two sources, the total of the salary paid shall determine the basis upon which the bonus may or may not be paid. That where a member of the staff is granted a bonus for as-

12. suming the duties of another member of the same department who is on war leave, the cost-of-living bonus be not applied on the extra amount paid.

That the bonus be not granted in cases of part-time appoint-13. ments in the various faculties and departments where the stipend is \$1,000 or less, such as cliniciens in Medicine, end part-time lecturers, etc. in Dentistry, who are also in private practice.

That in cases of persons whose salaries are reduced owing to 14. part-time work on account of war service or otherwise, the bonus be paid only on the actual salary received providing the total salary does not exceed \$3,000.

That the bonus be not granted to part-time lecturers and in-15.

structors in the various Extension courses.

That the bonus become effective as of 1 January, 1942, and 16. remain in effect at the pleasure of the Board.

That should the bonus become effective as of 1 January, 1942, it be paid on the basis of half the year's salary in all cases, in view of the fact that those paid in 8 instalments would otherwise receive 5/8ths instead of one half, and those paid in 7 instalments would receive 4/7ths instead of one half. 17.

In connection with tradesmen, etc., and those paid on an hourly basis, your Committee, upon motion of Dr. Gibson, seconded by Dr. Macdonald, begs to recommend that the cost-of-living bonus be applied according to the following schedule:- On wages up to and including 34ϕ an hour - .04¢ an hr On wages over 34¢ an hour and up to and including 74¢ an hour - .06¢ an hr - .05¢ an hr

On wages 75¢ an hour and over Your Committee understands from the Bursar that the Manager of the University Press has already made provision for a revision in the wages of the members of his staff paid on an hourly basis, effective as from 1 July, 1941, following an agreement arrived at among the

Printing trade of Toronto.

Your Committee also recommends that the bonus, if applied, be

treated as follows: -

Salaries - Charged to a separate appropriation to be set up.

Wages - Charged to individual buildings, departments or services affected, the distribution of the same to be made on the basis of the cost of the work done.

Your Committee further recommends that if the bonus becomes effective, the Chairmen of the Board, the President, and the Bursar be authorized to make any necessary adjustments in connection with the application of the same.

All of which is respectfully submitted.

December 11, 1941.

(Sgd) G. A. LaBine Chairman of Committee."

Upon motion of Dr. Gibson, seconded by Mr. Morrow, the above report was adopted on condition that the Government approves and is prepared to provide funds for the same. In the event that such approval might not be given to the schedule of 12%, 6% and 3%, it was suggested that an alternative schedule of 10%, 5% and 2% be submitted at the same time.

Report of Special Committee re Medical Students' Loan Fund

Upon motion of Dr. Anderson, seconded by Mr. LaBine, the Board adopted the following report of the Special Committee appointed to consider proposals for a Medical Students' Loan Fund:-

Report of Special Committee re Medical Students' Loan Fund (Cont'd) "To the Board of Governors, University of Toronto.

Gentlemen:-

A second meeting of your Committee was held in the Board Room, Simcoe Hall, on Thursday, January 8, 1942, at 3:30 p.m., at which were present -

Dr. Anderson (in the Chair) Dr. Macdonald (Chairman of the Board) Mr. Osler Mr. Morrow

The President

At this meeting your Committee considered the report of December 5, 1941, from the Committee of the Faculty of Medicine on Students' Finances in connection with a re-survey which had been made to ascertain the possibility of reducing the amount previously asked for by students from the Second to the Sixth Years. This report stated that the original amount of \$41,690 could be reduced to \$30,988 distributed, to cover immediate needs, as follows:-

Living expenses Fees \$ 6,228 24,760 \$30,988

Your Committee therefore begs to make the following re-

1. (a) That in order to meet immediate necessities, loans for living expenses be made to students specified in Dr. Ryerson's report of December 23rd, 1941, from existing available funds, such as the Students' Administrative Council and the Alumni Federation.

available funds, such as the Students' Administrative Council and the Alumni Federation.

(b) That students applying for loans from the Students' Administrative Council and the Alumni Federation be required to apply in the regular way to these bodies and be interviewed by them, and that the loans be granted on the approval of the interviewing committees.

Administrative Council and the Alumni rederation be required to apply in the regular way to these bodies and be interviewed by them, and that the loans be granted on the approval of the interviewing committees.

(c) That the Governors relax for the present Session the regulations of the Students' Administrative Council which limit loans to medical students of the Fifth and Sixth Years and to the total amount of \$100 each.

(d) That in addition, as there is available approximately 4,500 in the Bursary Fund included in the University Estimates for 1941-42, this amount might be converted, if necessary, into a loan fund for medical students; and that these loans be made by the Board on the joint recommendation of the Medical Faculty Committee on Loans and the Loan Committee of the Students' Administrative Council on the recommendation of the President.

2. That the Governors defer payment of the University fees of the students specified in Dr. Ryerson's report of December 23rd, 1941, until arrangements about their payment can be made with the Dominion Government, or the Provincial Government, or in any other way.

3. That the Chairman of the Board and the President be author-

3. That the Chairman of the Board and the President be authorized to communicate and deal with the Ottawa authorities in the hope of securing the necessary funds to provide loans to medical students.

All of which is respectfully submitted.
(Sgd) H. B. Anderson
Chairman of Committee."

January 8, 1942.

the Board for his information:-

The following report from Dr. C. D. Gossage in connection with the Department of Health Service for Men was presented, and the Secretary was directed to transmit a copy to each member of

Report of Dr.Gossage re University Health Service for Report of Dr.Gossage re University Health Service for (Cont'd)

"To the President, University of Toronto, Toronto.

Dear Sir:-

I have the honour to report that on the 14th of October, 1941, I assumed the duties of Director of the University of Toronto Health Service - Men.

A staff of 4 part-time physicians was immediately enlisted and the examination of the students of the First and Second Years

carried on by appointment at Hart House.

The renovating, cleaning and redecorating, the furnishing and equipping of the ground floor at 43 St. George Street was pressed forward and finally the Health Service occupied these new quarters on the 3rd of November, 1941.

With the occupation of these enlarged offices, a further

9 examining physicians were retained on a part-time basis, so that together with the 4 staff physicians it was possible to obtain 22 physician hours per day. All examinations were by appointment. The student was undressed and clothed only in a gown and paper slippers; the preliminary height, weight, chest measurement, vision test, etc., were all done and recorded prior to the student being seen by the doctor. He then had a minimum of 20 minutes alone in the consulting room with his examining physician. At the conclusion of the examination, he was told the general state of his health, given any advice arising out of the examination and was asked whether he had any questions to ask, and these were answered. If he had any condition requiring attention he was referred to his own doctor, and a covering letter written.

An average of 60 examinations were done per day. Through the co-operation of the District Medical Officer, the University Training Centre Battalion, numbering 1700, were given their military examination at the same time as their University examination. The remuneration for this service, amounting to approximately \$900.00 will be paid in to the Bursar in due time, and will defray some of the cost of the examining physicians. This combining of the two examinations has been much appreciated by the students and has avoided unnecessary duplication at a time when professional services are at

a premium. It might well be extended next year to the C.O.T.C.

With the exception of "stragglers", the examinations are now complete and the staff of examining physicians has been disbanded. The staff physicians will be able to complete the remaining examina-

tions along with their routine work.

Negotiations have been opened with the District Medical Officer and Officers Commanding the C.O.T.C. and the University Training Centre Battalion to have the Director of the University Health Service appointed Medical Officer of these Units - his pay as such to defray the cost of the Service.

An Advisory Committee to the University Health Service -

Men has been appointed.

Plans have been laid and approved by the Advisory Committee and Board of Governors, and the money granted for a Tuberculosis Survey within the student body.

Plans are ready for the institution of a Medical Service for the student who is unable to afford a private physician. This has been approved in principle by the Board of Governors but not as

yet by the Advisory Committee.

Plans for an Infirmary Service are under consideration. A course of 4 lectures on 'Preservation and Promotion of Health' has been drawn up and will be instituted early in the Easter Term.

A physician to take on the duties of Director of University Health Service has been found in the person of Lt.-Col. Ian Urquhart and negotiations initiated for his release from his military duties. All matters pertaining to the Health Service, of which I have knowledge, have been imparted to him and all documents and books as well as equipment have been taken over by him as of this date.

December 30, 1941.

Yours faithfully, (Sgd) C. D. Gossage, Director, University Health Service."

for Scotland.

Current Expenditure The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on December 11th, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of January and the first part of the month of February. Ordered that an Accountable Warrant for Three Hundred and Twenty-five Thousand Dollars (\$325,000) be issued to the Bursar.

Leaves of absence for war service

The Bursar also presented the following list, covering the period from 1 October to 31 December, 1941, of members of the staff who had been granted leave of absence for the duration of the

wer:-				
Name	Title	Department	Date of Leave	Rank
ARTS: Chant, S.N.F. Plumptre, A.F.W.	Professor Asst. Prof.	Psychology Political Economy	Nov., 1941 Jan., 1942	R.C.A.F., Ottawa Liaison Officer, Wartime Prices & Trade Board, Washington
Turnbull, Miss G.L.	. Secretarial Assistant	Political Economy	July, 1941	British Purchas- ing Comm'n, Washington
MEDICINE: Crocker, B.F.	Lecturer	Bio-Chemistry	Sept.,1941	Pilot Officer,
Watson, M.C.	Jr. Dem'r	Obstetrics & Gynaecology	Oct., 1941	R.C.A.F. Major, No.7 Light Field Ambulance, R.C.A.M.C.
Francis, J.R.	Asst. Re- search	Surgery	Nov., 1941	R.C.A.F.
McGoey, Paul F.	Fellow do.	do.	Dec., 1941	Can. Red Cross Orthopaedic Unit, for Scotland
Wilkinson, R.F. Wilson, G.E.P.	Fellow Assistant Research	do. do.	Dec., 1941 Dec., 1941	do. do.
Mustard, W.T.	Fellow do.	do.	Oct., 1941	Lieut.,R.C.A.M.C.
APPLIED SCIENCE: Bayly, B. def.	Assoc.Prof.	Electrical Engineer'g	Oct., 1941	
DENTISTRY: Twible, R.L.	Associate	Dentistry	Nov., 1941	Major,2nd Batt'n., Hastings-Prince Edward Regiment
ONTARIO COLLEGE OF Mowat, Angus	EDUCATION: Instructor	Library School	Oct., 1941	Major, 2nd Batt'n., Hastings-Prince Edward Regiment
I	eaves of Abser	ce for one year	r	
Bott, E.A. Myers, C.R.	Professor Asst.Prof.	Psychology do. ee for six mont	Oct., 1941 Oct., 1941	R.A.F.
_	Associate	Surgery	Dec., 1941	Chief Surgeon,
LeMesurier, A.B.	ASSOCIATE	Dai Bor J	,	Can. Red Cross Orthopaedic Unit

Toronto General Hospital Trustees Dr. D. Bruce Macdonald and Mr. F. Gordon Osler were re-appointed Trustees of the Toronto General Hospital for the statutory period of three years from 31 January, 1942.

Portrait of Professor P.B. Thomson

The President reported that the portrait of Professor R. B. Thomson had been completed, and the Board confirmed the action already taken of having this portrait hung in the Botanical building of the University.

The meeting adjourned at 5:45 p. m.

Minutes confirmed.

Jan. 22-21942

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 22nd, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman

The Vice-Chairman
The Chancellor
The President
Mr. Bryce

Mr. Young
Hon. Dr. Kelly
Dr. Anderson
Mr. Neilly
Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. LaBine Mr. Morrow Mr. Duncan Mr. Rogers

The President reported that he had heard from Mr. Charles Burns, a member of the Board, who was now in England with the Royal Canadian Air Force, conveying his best wishes.

The minutes of the last meeting were read and confirmed.

Letter of thanks on behalf of C.W.A.A.F. Arising out of the minutes there was presented a letter from Wing Commander Cohu of the Royal Canadian Air Force expressing appreciation of the generosity of the Board for permitting the use of the University's facilities for physical training by the Canadian Women's Auxiliary Air Force.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Appoint- Dr. R. W. I. Urquhart - Director, Department of Health Service from 1 January, 1942 - 1 - 20 January, living expenses \$3 per day; from 21 January - \$5,000 per an.

For the Session 1941-42

Faculty of Arts:	- Temporary Lecturer, Anthropology, for	- 5
R. F. Fortune	4 months from 20 January	,000
The set of Madining	4 monons from so consumy	
Faculty of Medicine:	- Demonstrator in Pathology, Department	- 8
O. C. MacIntosh	of Pathology and Bacteriology,	- 6
	Factor Term	70
	Easter Term	
Faculty of Applied Science	Downgtrator Mechanical Engineering	
G. Gung	- Demonstrator, Mechanical Engineering (part time) 5 Jan. to 31 March	100
	(part time) J van. to or maron	230
Faculty of Household Scie	nce: - Clerical Assistant (part time) 1 Feb.	
Miss M. M. Hargreaves		mo.
	to 30 June - Assistant, Food Chemistry (part time)	
Mrs. J. P. Butterfield	- Assistant, rood chemistry (part of the per	mo
	25 Jan. to 30 June \$50 per	що.
School of Nursing:		
Lecturers:	16 11 a 2 a a	\$90.
Beverly Hannah	- Medicine	100.
W. L. Valens	- Mental Hygiene	60.
Alan Brown	- Paediatrics	40.
G. V. Morton	- Oral Hygiene	100.
H. B. VanWyck	- Obstetrics	38.
Shaw Business Schools	a the Trade of the Manager of the Control of the Co	
Miss C. Wallace	- Special Instructor, Nursing	150.
School of Physical and He	alth Education:	
E. S. Ryerson	- Director and Professor of Health Educati	.011
Associate Professors:		
D. Y. Solandt	- Applied Physiology	
H. A. Cates	- Functional Anatomy	
A. W. Ham	- "	
A. W. Ham W. A. Stevens	- Physical Education	
Assistant Professors:		
R. E. Haist	- Applied Physiology	
M. G. Griffiths)	
Miss J. M. Forster	Physical Education	
Miss F. A. Somers) Filysical inducation	
Miss D.N.R.Jackson)	
Associates in Physical	Education:	
J. E. McCutcheon		
Miss S. E. Naylor		
Assistants in Physical	Education:	
C. Zwygard		
E. A. Edwards	- Swimming	
Mrs. Margaret Graham	- Clerical and Gymnasium	
C. Walters	- Fencing	
Secretary	- Miss C. H. Layton	
Department of University	Extension and Publicity:	
	es - "Democracy in Action":	
Lecturers:		
B. Wilkinson	- Survey of the War	\$10.
W. T. G. Hackett	- Canadian Government War-Time Control	
	of Industry, \$10; travelling expen-	
	ses, \$25	35.
H. A. Logan	- Canadian Government Control of Labour	
	Relations	10.
A. Brady	- Social Legislation in the English-	
	speaking World	10.
G. W. Brown	- Canadian-American Relations	10.
Chester Martin	- British Commonwealth Relations	10.
D. G. Creighton	- Federal-Provincial Relations	10.
22.20011		

Appointments (Cont'd)

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Department of University Extension and Publicity (Cont'd):
  Lecturers:
     Evening Tutorial Classes - "Group Experience and its Role
     in the Development of Persons":

Mrs. M. S. Davis - 10 lectures

Business Courses - "Retail Merchandising":
                                                                                             $100
                                    - Retail Merchandising as a Career,
        O. P. Robinson
                                          $10; travelling expenses (estimated)
                                                                                               60
                                     - Management of Finances of Retail
        J. H. Suvdam
                                          Institutions
                                                                                                10
                                    - Retail Buying Policies and Procedures
        Percy K. Heywood
                                     - Pricing Policies
        Edgar K. Burton
                                     - Retail Advertising and Display, $10;
         Elton M. Plant
                                     travelling expenses (estimated) $25 - Customer Relations of Retail Institu-
         John R. Rutledge
                                                                                                10
                                          tions
                                     - Merchandising Planning and Control
        H. G. Colebrook
                                          Methods
                                     - Profit Factors in Retail Merchandising
- Retail Store Operations, $10; travel-
ling expenses (estimated) $50
         Arthur G. Pinard
         Malcolm P. McNair
                                     - Application and Results of Research
         Norris A. Brisco
                                          in Retailing, $10; travelling expenses (estimated)
                                                                                                10
                                     - Economics
         D. C. McGregor
         J. Allan Cook
                                     - Arranging and supervising the whole
                                                                                                50
                                          Course
 Banting and Best Department of Medical Research:
   Assistants:
                                                                                     $90 per mo.
      Miss M. O'Grady
Mrs. Rosa Rose
                                     - 1 Jan. to 30 June
                                     - 1 Dec. to 31 March
   Research Assistants:
                                     - 15 Dec. to 31 March
      E. Page
                                                                                                11
                                     - 1 Dec. to 31 March
                                                                                     80
   A. N. Bentley
Miss E. Melrose
                                     - Research Fellow, increased to 1,430
                                                                                                an.
    Technicians:
                                                                                  1,300
      G. Parkes
J. R. Williamson
                                     - increased to
                                     - 1 Jan. to 30 June
                                                                                  1,200
 Best Research:
                                     - Research Assistant, Physiology,
1 Jan. to 30 June
- Technical Assistant, Physiology,
    S. B. Raska
                                                                                                mo.
   A. J. Stonyer
                                          1 Jan. to 30 June
 Council of the School of Physical and Health Education:

Members of the teaching staff to constitute the Council:

E. S. Ryerson, Director- to be Chairman
   E. S. Ryerson, Director- to be Chairman
H. A. Cates
A. W. Ham
D. Y. Solandt
R. E. Haist
W. A. Stevens
M. G. Criffiths
Miss S. E. Naylor
M. G. Criffiths
Miss C. H. Layton, Secretary
Representatives from the Faculty of Arts on the Council:
                          - Chemistry
       J. J. Rae
                                     - Physics
       A. D. Misener
                                     - Zoology
- Psychology
       Miss N. H. C. Ford
       K. S. Bernhardt
J. F. Macdonald
                                     - English
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Other recommendations by the President were approved

as follows:-

War leave to Miss K. Ball, Library That leave of absence from 24 January for the duration of the war be granted to Miss Katharine Ball, an Assistant in the Library, on account

War leave to Miss K. Ball, and transfer of salary of her enlistment in the Canadian Women's Auxiliary Air Force, and that the balance of her salary for the year 1941-42, viz: \$452.66, be transferred to the fund for "Occasional Assistance" in the Library appropriations in order to provide for the payment of a substitute.

Salary increase to J. Hunter, Physiology and return of balance of Infantile Paralysis grant

That the salary of Mr. J. Hunter, Research Assistant in Physiological Hygiene, Department of Physiology, be increased from \$1,500 to \$1,800 per annum from 1 January to 30 June, 1942, and charged against the new grant recently received from the National Foundation for Infantile Paralysis; the balance remaining from previous grants, viz: \$1,029.79, to be returned to the Foundation at its request.

Change in arrangements in School of Hygiene for payment of Dr. D.Y. Solandt

That the salary of Professor D. Y. Solandt as Acting Head of the Department of Physiological Hygiene, School of Hygiene, be at the rate of \$900 per annum instead of \$400 per annum, from 1 January to 30 June, 1942, to be provided from the unexpended balance in the appropriation for Dr. Barrett's salary. This does not represent an increase in the salary of Dr. Solandt but is an arrangement to release him from his work in connection with the drying of human blood serum, for which he had been paid at the rate of \$500 per annum, in order to permit him to give more time to the Department.

Remuneration to
Miss H.M.
Brock for
special
work

That Miss Helen M. Brock, Assistant in the Banting and Best Department of Medical Research, be paid the sum of \$150 from departmental funds to recompense her for special work in connection with the Psychiatric-Physiological Research in the Toronto Psychiatric Hospital.

Change in Miss V.L. McKinnon's title

That the position in the Department of Pathology and Bacteriology held by Miss V. L. McKinnon be changed from "Stenographer in Museum" to "Museum Secretary".

Additional \$350 for Lectureship in Pathology That in view of the fact that an appropriation of only \$1,900 had been made available in the Department of Pathology and Bacteriology for the lectureship formerly held by Dr. L. S. Jolliffe, Professor Boyd's request be granted for an additional \$350 per annum to enable him to offer a salary at the rate of \$2,250 per annum to a suitable successor to Dr. Jolliffe who recently resigned.

Courses to be held in University Extension Department

That the following courses be held in the Department of University Extension and Publicity:-

Evening Tutorial Classes:

A series of ten lectures on "Group Experience and its Role in the Development of Persons", with a fee of \$5 per student for the 10 lectures.

Business Courses:

A series of ten lectures on "Retail Merchandising", with a fee of \$5 per student for the 10 lectures.

Additional appropriations

That the following additional appropriations be granted:-

"Office Supplies, Postage, Printing and Incidentals" University Extension and Publicity: "Business Courses" 3 100

1,500

75.00

180.90

555.90

Re-adjustments in Estimates of Faculty of Applied Science -

That the following requests from Dean Young be granted, in view of the difficulties experienced by certain departments in the Faculty of Applied Science and Engineering in carrying on the regular work with the exceedingly large registration this Session:-

10% reduction waived in Chemical Engineering Department of Chemical Engineering: That the 10% reduction ordered by the Board in all departmental appropriations for "Supplies" and "Apparatus" be not applied to this department, the original amounts of \$6,500 and \$1,000 respectively to be available for expenditure.

Vote of \$85 in Engineering Drawing

Department of Engineering Drawing:

That after allowing for the 10% reduction in the appropriation of \$350 for "Supplies" in this department, the sum of \$85 be added, thus making available for expenditure a total of \$400.

Payments in connection with Post Graduate Course on Fractures

That payments to a total of \$555.90 from the fees received for the Post Graduate Course on Fractures in the Faculty of Medicine, held 29 September to 4 October, 1941, be authorized as follows:-

(a)	D. W. G. Murray W. S. Keith R. H. Thomas C. W. M. Service R. I. Harris A.B.LeMesurier	15 20 15 25 20 25 15 20 25 20	P. H. Greey K. G. McKenzie F. I. Lewis A. McLachlin W. L. M. King G. E. Wilson S. A. Thomson Dr. Jessie Gray W. K. Welsh	\$ 15 15 50 20 10 25 15 25 25	***	3
(b)	Expenses: Toronto General H Victor X-Ray Corp Mr. Lovatt, C/o V Mr. M. Chipman, Department of Ana	oration of ictor Corp	oration (overtime	\$ 57.56 40.84 10.00 2.50		

H. McCormick 10 J. Shepherd H. Lloyd 30.00 J. Clarke Lecture Theatre, Toronto General Hospital: C. Hart (overtime) 10.00 Housekeeping Department, Toronto General Hospital

5.00 J. G. Dewar Nurses, Secretaries, etc: These expenses paid by Dr. W. E. Gallie 25.00 Total

Bursary award of \$200 to M.R.Faris That a bursary award of \$200 be authorized for the present Session to Mr. M. R. Faris, a student enrolled in the Second Year, University College.

Payment of remainder of Prof. W.J.Smither's salary to his widow The President reported the death of Professor W. J. Smither, Department of Engineering Drawing, on 18 January, and upon motion of Mr. Neilly, seconded by Mr. Ross, it was ordered that the remainder of the salary which Professor Smither would have received to 30 June, 1942, be paid to his widow.

Donation
of \$10,000
from Hydro
Electric
Power Commission of
Ontario
for H. W.
Price Research
Fellowship
in Electrical
Engineering

The President presented the following letter from Dr.

T. H. Hogg, Chairman of the Hydro-Electric Power Commission of Ontario,
offering on behalf of the Commission the sum of \$10,000 for the endowment of "The H. W. Price Research Fellowship in Electrical Engineering":-

"Honourable H. J. Cody, D.D., LL.D., President, University of Toronto, Toronto, Ontario.

Dear Dr. Cody: -

Some years ago, as you may know, Professor H. W. Price, of the Department of Electrical Engineering of the University of Toronto, made exhaustive enquiries into the problem of the control of frequency of an electric power system.

Having mastered the theoretical elements of the problem as well as its many practical aspects, Professor Price undertook the design of equipment suitable for the automatic regulation of frequency. When completed, he offered the use of these designs to this Commission without cost if the Commission would build the regulator and give it a practical service trial.

The Commission accepted this offer, and in its own shops constructed the equipment in accordance with the designs and specifications. The regulator was placed in operation in October, 1934, and from the moment it first went into service it proved to be thoroughly satisfactory in every way.

mr. C. Kent Duff, as Research Assistant provided through the School of Engineering Research, took part in the design of the regulator and associated equipment under the direction of Professor Price. Acting directly for the Commission, he also supervised its construction and installation. About this time the School of Engineering Research had been compelled to contract its activities, so, when this work was done, the Commission, with the approval of Professor Price, was pleased to offer Mr. Duff a position on its regular staff. This position, augmented in scope and responsibility from time to time, he has filled capably ever since.

The Commission is indebted to the University for

The Commission is indebted to the University for Professor Price's valuable contribution and would like to recognize his work in some tangible way. It appeared to the Commission that this could best be done by the endowment of a fellowship to be known as "The H. W. Price Research Fellowship in Electrical Engineering', to be devoted to investigations in the electrical field, and to be awarded from time to time to a graduate student or students under terms and conditions to be determined by Professor H. W. Price and the School of Engineering Research.

H.W. Price Fellowship (Cont'd)

With this object in mind, the Commission has appropriated the capital sum of \$10,000.00 which it is pleased to offer to the University as a recognition of services rendered in development of the Automatic Frequency Regulator now used by the Commission and for the right to construct and use this equipment for its own systems.

This offer is made on the understanding that the capital sum will be held in trust and administered by the University, and that the income therefrom will be awarded from time to time as recommended to the President of the University by the School of Engineering Research, or, failing that, by the Department of Electrical Engineering, under the terms and conditions already referred to regarding this Fellowship.

The School of Engineering Research of the Engulty

The School of Engineering Research of the Faculty of Applied Science and Engineering has been named in this offer at the expressed wish of Professor Price who declares that his work on frequency control could not have been brought to a state of effective completion had not the other members of the School of Engineering Research voluntarily withheld requests for research funds for their own work in order that the whole grant might be made available for his work. Professor Price has repeatedly made grateful acknowledgment of the very generous treatment that he has received from that body. Yours very truly, (Sgd) T. H. Hogg

Chairman".

January 5, 1942.

The Board referred the academic details to the Senate for settlement, and directed the Secretary to advise Dr. Hogg that they accepted with grateful thanks the Commission's generous offer and appreciated the high tribute paid not only to Professor Price but also to the School of Engineering Research at the University. The Secretary was also instructed to extend the Board's sincere congratulations to Professor Price.

Maple Leaf Fund Inc. donation for needs of evacuated chil-dren from Britain

The President also presented a letter from the Maple Leaf Fund, Inc., of New York, transmitting a cheque for \$2,000 to be applied towards the needs of evacuated children from Britain and stating that they would not be able to put any further contributions at the disposal of the University unless the original donor, or someone else, should make a special donation to the Fund for the purposes speci-In accepting this additional donation with sincere thanks the fied. Board directed that the money be paid over to the University of Toronto Women's War Service Committee to be used for the work which they are doing in this connection.

Other communications were presented and dealt with

as follows: -

Statutes of Senate

From the Registrar transmitting the following Statutes of Senate which were approved: -

Numbers 1526 - Respecting the Annie L. Laird Scholarship in Household Science.

the Calendar of the School of Law for the 1527 Session 1942-43.

the Forestry Memorial Scholarship. the Sigmund Samuel Chinese Scholarship. 1528 1529

In his letter enclosing Statute Number 1528 respecting the Forestry Memorial Scholarship the Registrar quoted the following report of the Senate's Standing Committee on Scholarships, etc., which it adopted:-

"The Committee begs to report that it approves of the accompanying Statute Number 1528 respecting the Forestry Memorial Scholarship.

In connection with this scholarship the Committee wishes to report that in the draft submitted an additional section

9 appeared, which read as follows:'THAT, in the event that in the opinion of the Board of Governors it would no longer be practicable to carry out the conditions of the scholarship as stated, the Board may devote the fund as in their discretion may be deemed to be to the best advantage of the University, or, if they deem it practicable, for purposes allied to or similar to the spirit of this donation.'

The Committee feels that this clause should not be included in a Statute of the Senate as it grants certain authority to the Board of Governors which it is not in the power of the Senate to grant."

Bank's guarantee for safekeeping of University's securities not to include war risk

From the Manager of the Canadian Bank of Commerce, stating that as the insurance underwriters would not write war risk insurance for property on land in Canada or the United States, the Bank's liability under its guarantee for the safe-keeping of the University's securities shall not include liability for any loss, damage or destruction of the securities covered thereby which shall have been occasioned by acts of war of any kind.

Upon motion of Dr. Gibson, Seconded by Mr. Bryce, It was Resolved

That subject to the approval of the Chairman of the Finance Committee, Mr. Ross, the Bursar be instructed to make arrangements with the Bank to have a triplicate list of all securities held for the University placed in one of the Bank's branches outside the City which would not likely be in as dangerous a location as Toronto in the event of any enemy action.

Request for an Extension Course declined

From Mr. Dunlop stating that he had been asked by the Department of Political Economy to hold an Extension Course to be entitled "Industrial Relations in War-Time", and upon motion of Mr. Ross, seconded by Hon. Dr. Kelly, this request was declined.

and were accepted with thanks and appreciation:-

Geophysics.

Mational Research Council: a further grant for research in Oxygen Production in the Department of Physics (Burton-Wilhelm). - for a new grant, C.E.42 (Physics-Burton) to carry on the same work as was done under the previous grant for Project C 1005-1. The Secretary-Treasurer has notified the Bursar that the grant for Aviation Research, Psychology, Project
A.M.2 has been transferred from Professor E. A. Bott to Wing
Commander Chant as from 19 November, 1941.

Rockefeller Foundation for School of Hygiene:

\$ 1,500.00 - final payment on grant of \$6,000 toward Dr. E. W. McHenry's researches on Division of Natural Sciences. - further payment towards Field Training Facilities for students in Public Health. 1,250.00 - further payment in connection with Nutrition Survey. Miscellaneous: - being the twenty-fourth payment in connection with the Eaton Endowment in the Faculty of Medicine. \$25,000.00 - from R.C.A.F. for residence accommodation, etc., 15,920.00 personnel attending the Radio Technicians' Course from December 1 to January 4. - from the Chartered Trust and Executor Company for 400.00 the 1942 award of the Gertrud Davis Fellowship. - from Mr. A. L. Washburn, New Haven, Conn., as a further contribution towards research work in 75.00

Inauguration of Banting Lectures The President reported that he had been considering arrangements for the inauguration of the Banting Lectures, to be held each year on the anniversary of the death of Sir Frederick Banting in commemoration of his services to humanity in the discovery of Insulin, and upon motion of Dr. Gibson, seconded by Mr. Bryce, the Board approved of the President's suggestion that Dr. C. J. Mackenzie, Acting President of the National Research Council, be asked to deliver the first of these lectures. As the anniversary, the 21st of February, falls on a Saturday this year, approval was also given to the President's suggestion that the Lecture be given on Friday, February 20th, possibly in the afternoon.

Dr.Gibson Chairman of Committee re routine of Board meetings Upon motion of Mr. Meilly, seconded by Mr. Ross, Dr. Gibson was named Chairman of the Special Committee appointed in November last to consider curtailment of the routine of Board meetings.

The meeting adjourned at 5:40 p.m.

Minutes confirmed.

Aronelleachuald Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 12th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)

The Vice-Chairman

The Chancellor

The President

Mr. Neilly

Mr. LaBine

Mr. Morrow

Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Duncan Chief Justice Rose Hon. Dr. Bruce Mr. Rogers Dr. Anderson

Letter from Chief Justice Rose Special reference was made to a letter from Chief Justice Rose in which he expressed regret at being absent from recent meetings but hoped to return in the very near future.

Marginal notes of minutes to be read The Chairman reported that the Committee appointed to consider curtailment of the routine of Board meetings had not had an opportunity of discussing this matter. He reviewed the present procedure and the Board approved of his suggestion that only the marginal notes of the minutes of each meeting be read, which was accordingly done. Upon motion of Mr. Neilly, the minutes as read were confirmed.

Arising out of the minutes the following letters were presented:-

Cheque for endowment of "H. W. Price Fellowship" end letter from Prof. Price From the Hydro-Electric Power Commission of Ontario transmitting cheque for \$10,000 for the endowment of "The H. W. Price Research Fellowship in Electrical Engineering"; and also from Professor Price conveying sincere thanks to the President and the Governors for their kindly comments in connection with his work on the Automatic Frequency Regulator which prompted this generous donation.

List of University's securities held by Bank sent to branch at Rainy River

From the Manager of the Canadian Bank of Commerce enclosing a detailed list of the University securities held by the bank for safe-keeping and stating that in accordance with the instructions of the Board a copy of this list had been forwarded to their branch in Rainy River.

Letter of appreciation from Mrs. W.J. Smither

From Mrs. Smither expressing appreciation of the action of the Board in paying to her the remainder of the salary which her husband, the late Professor W. J. Smither, would have received to June 30, 1942.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Miss L. Mahon

- Secretary, Banting and Best Department of Medical Research, from February 1, 1942, (cancelling previous appointment) \$1,250 per an.

For the Session 1941-42

Faculty of Arts: Zoology: G. M. Neal Assistants for Easter E. Winchester G. M. Neal Miss A. Ironside D. N. Omand S. P. Drummond D. M. Davies F. L. Balmer E. R. Flewelling	\$100 Mi; 90 D. 70 A. 70 F. 50 W. 35 Mr. 30 A.	ay 31 \$37.50 as D. Kirk \$100 G. Wilder 75 W.F.Banfield 70 A. Walden 60 B. Scott 40 s. J. Scott 30 R. A. Taylor 30 M. Good 15		
Faculty of Medicine:				
G. Eidt	- Research Assistant, Ph be paid from this de of from Best Fund) f. June 30	partment instead		
School of Hygiene:	Mochainel Aggigtent D	hyeniologiaal		
J. Horwood	- Technical Assistant, P Hygiene, Jan. 26 to	June 30 \$75 per mo.		
Faculty of Applied Science	e and Engineering:			
C. F. Phripp	- Demonstrator (part tim Drawing, Jan. 26 to			
Department of University Extension and Publicity:				
Instructors: Evening Tutorial Classes:				
Miss I.G. Balthazard	- Conversational French	\$ 50		
Rev. C. W. Leslie A. Frumkin	Public SpeakingAssistant in Metallurg	100 v 30		
Rural Tutorial Classe		y		
N. Penlington		75		
Correspondence Course Miss Evelyn Rugg		10		
Pass Course for Teachers:				
	- remuneration previousl creased to (name of R. G. Ridde from previous list)	200		
Banting and Best Departme F. W. Dunn	nt of Medical Research: - Technician, Jan. 5 to	June 30 \$60 per mo.		

as follows: -

Resignations That the following resignations be accepted:-

F. H. Glenny - Assistant in Zoology January 31
Miss B. M. Calvin - Secretarial Assistant, Therapeutics January 31
K. Hayden - Junior Laboratory Attendant, Pathology

and Bacteriology January 19

W. R. Luscombe - Research Assistant, Educational Research,
Ontario College of Education February 28

Leaves of absence

That leave of absence be granted to the following:

Professor T. J. Meek, Department of Semitics, from April 1 to June 17, 1942, on full salary, in order to accept an invitation to be Visiting Professor in the Department of Oriental Languages at the University of Chicago.

For the duration of the war -

Professor James Campbell, Department of Physiology, and Mr. Campbell R. Cowan, Senior Technician and Comptroller in the Banting and Best Department of Medical Research, as from October last, with full salary to December 31, 1941, instead of November 30, as would be the case under the regulations, they having given part-time service in their respective departments since enlistment in the Navy.

Miss E. M. F. Barr, Secretary in the Department of Hygiene and Preventive Medicine, as from February 21, 1942, on account of her enlistment in the Royal Canadian Air Force (Momen's Division).

Change in stipend to Dr. Eggleton, Physiology That the stipend of Dr. W. G. E. Eggleton, Research Associate in Physiology, be changed from \$1,800 to \$2,400 per annum from February 1 to June 30, 1942, as he is assuming some of the duties of Professor Waters, on war leave; Dr. Eggleton's total salary to be paid from the funds of the Department of Physiology and his stipend from the Medical Research - Best Fund to cease as of January 31.

Staff in Psychiatric Research That the following staff in Psychiatric Research, as organized by Dr. Farrar as from January 1, 1942, be authorized, together with the changes in remuneration as noted:-

Dr. L. D. Proctor - in charge of clinical and physiological divisions \$1,500 to \$2,500 to . N. L. Easton - consultant for shook therapies 200 - consultant and work on psychiatric scoring 500

Staff in Psychiatric Research (Cont'd)

- social service worker and in charge of Miss E. H. Algie basal metabolic estimations \$1,500 to \$1,600 1,400 to 1,300 to 1,500 Miss E. V. Gifford - psychologist 1,400 - occupational therapist Miss P. H. Tancock 200 - secretarial assistant Miss J. D. Leggett 975 to 1,050 Miss M. L. Gillespie - stenographer

Authority to appoint Mr. J. H. Creighton for Summer Session

That authority be given to Mr. Dunlop to appoint Mr. John H. Creighton as an instructor in English for the Summer Session of 1942 at a remuneration of \$420, plus \$200 on account of transportation from British Columbia.

Extension of appointment of Miss M. H. Buchan, Library

That the appointment of Miss M. H. Buchan, half-time Assistant in the Library, who has already reached the retiring age, be extended for a second time, and that she be permitted to remain on the staff for the Session 1942-43, her salary remaining unchanged.

Compassionate allowance to Tom Wilson, Press

That at the request of the Printing and Publications Committee a compassionate allowance of \$75 be granted to Mr. Tom Wilson, who is leaving the Press after twelve years of service, being now too old to do his work satisfactorily.

Postponement of fees of Miss E. Degreid, Medicine

That Miss Ellen Oegreid, Norway, at present registered as an occasional student in the Faculty of Medicine and who expects to be admitted to the Fourth Year next year as a regular student, be permitted to attend the work of the Fourth Year but that, as she is unable to pay any fees which might be charged against her, the payment of such fees be postponed until after the war.

Payments from Mt. Sinai Masonic Lodge Silver Jubilee Loan Fund

That the following payments be authorized from the Mount Sinai Masonic Lodge Silver Jubilee Loan Fund, and that notes in such cases be satisfactorily endorsed: -

- Second Year, Physiotherapy - Second Year, Occupational Therapy - \$ 94 Miss Desiree A. Ward 188 Miss Elizabeth Manning

Transfers in appropriations

That the following transfers and additional appropriations be authorized: -

Transfers:

Physiology: From balance of Dr. Waters' salary To "Supplies" School of Nursing: From "Contingencies"

\$567.50

To "Furnishings"

500.00

University Extension:
From "Dominion Government Grant for Aerial Navigation" "departmental appropriation for Course in Aerial Navigation"

- \$6,000.00

Additional appropriations

Additional appropriations:

School of Architecture:

From the Wallberg Bequest to be applied towards the cost of fitting up a room in the Engineering building for the display of architectural materials - \$ 500 Engineering Drawing:

To the "Salaries" appropriation to provide for the engagement of Mr. E. Sirluck to read essays - \$ 100 University Press:

From the Surplus Account of the Press to be used for the purchase of a new Linotype machine and bindery equipment \$10,000

Communications were presented and dealt with as fol-

lows: -

Consent by City to renew arrangements re annual payment in lieu of taxes From the University Solicitor transmitting a letter from the Deputy City Solicitor agreeing to the renewel of the existing arrangements for payment of \$7,500 annually in lieu of taxes for a further period of five years, 1943 to 1947 inclusive, and the Board accepted this letter as sufficiently setting out the terms of the arrangement without having a formal document drawn up.

Consent for installation of windows in building at 284-286 King St. W. overlooking the University's property From Messrs. Osler, Hoskin and Harcourt, Barristers, asking for permission, on behalf of the Trustees of the Geo. H. Anderson Estate, owners of the property at 284-286 King Street West, to instal in the west wall of their building two windows which would overlook the property owned by the University. The Board approved of this request on the same basis as that granted to the Trustees in 1939, viz: that this permission is subject to withdrawal of consent upon three months' notice at any time, and on the understanding that the cost of the preparation of the necessary document be met by the applicants. The Secretary was directed to refer the matter to the University Solicitor for preparation of the document.

Approval of form of release re William Thompson Banting Estate From the Canada Trust Company transmitting a form of release from the Executors of the Estate of the late Sir Frederick Banting to William Thompson Banting, only surviving executor of the Estate of his father, William Thompson Banting, and

Upon motion of Dr. Gibson, Seconded by Mr. Morrow, It was Resolved -

That in view of the information contained in the Canada Trust Company's letter of January 26, 1942, to the effect that Lady Banting had confirmed the fact that it was Sir Frederick's desire to relinquish to the nieces and nephews all claim to his share in the Estate of his father, the document embodying such release be signed on behalf of the Governors as residuary legatees under Sir Frederick's Will.

Renewal of Canada Permanent Mortgage Debenture From the Canada Permanent Mortgage Corporation offering to renew their debenture, No. R-4848, for \$2,000 due March 1, 1942, which the University holds for the account of the Glen Mawr Old Girls' Association Scholarship, and the Roard accepted the Corporation's offer to renew this debenture for a period of five years @ 3½% per annum.

Bequest in Will of Professor H. A. McTaggart, and offer of books by the Estate to Department of Physics From the Public Trustee advising of the following bequest to the University under the Will of the late Professor H. A. McTaggart:-

"I direct that my Trustee shall pay to the University of Toronto the sum of One thousand five hundred dollars (\$1,500) for the purpose of enabling the University to offer as a prize or reward the income derived from said money to the undergraduate making the highest marks in Physics in the Honour Course in Mathematics and Physics on the final examination in the second year. If such a course be discontinued the University will have discretion to make disposition of the income as it sees fit."

Also from Professor E. F. Burton stating that the Estate of the late Professor McTaggart had offered to the Department of Physics some 300 scientific books from the deceased's library. These gifts were accepted by the Board with grateful thanks and appreciation.

Changes in designation re Physical Training requested by the Athletic Directorate From the Secretary of the Athletic Association stating that with the organization of the School of Physical and Health Education considerable misunderstandings arise in connection with it and the physical training required by the Board of all men students of the First and Second Years of their course, which in latter years has been referred to as Physical Education. Upon the recommendation of the President, therefore, the following requests of the Athletic Directorate were granted:-

- (1) That the term "Physical Education" be applied only to the School of Physical and Health Education.
- (2) That the term "Physical Training" be reverted to in connection with the compulsory physical work required of First and Second Year students.

List of students released from internment camps From the Registrar transmitting, in accordance with the direction of the Board, the following list of students released from internment camps who have been admitted to the University of Toronto for the Session 1941-42:-

List of students released from internment camps

	Student's Name and Toronto address	Sponsor's Name Y and address	ear.	Student a	dmitted to Course
	Bucholz, W., 150 Bedford Rd.	Henry S. Rosenberg, 499 Oriole Parkway, Toronto	I	Applied Science	Elect.
	Cahn, C. H., 48 Admiral Rd. Cahn, P. R. G.,	Prof. H.O.L.Fischer, Banting Institute Prof. H.O.L.Fischer,	II	Medicine	
	48 Admiral Rd.	Banting Institute	Ι	Applied Science	Elect.
	Cohen, R. P., 150 Bedford R.	David Vise, C.A., 15 Elderwood Dr., Toronto	I	Arts	C.& F.
	Elias, J., 138 Maria St.	A. Tannenbaum, 138 Maria St., Toronto	III	Arts	Mod. & History
	Fischer, M., 158 St. George St.	Ben Sadowski, 126 Old Forest Hill Rd., Toronto	V	Medicine	(Occ.)
	Fliess, H., 152 Madison Ave.	Chas. Loewi, 1680 Nanton Ave., Vencouver, B.C.	I	Applied Science	Arch'r
	Fuld, P. H., Burwash Hall	S. Hayes, Central Com. for Interned Refu- gees, Montreal	I	Arts	Soc. & Phil. Studies
<i>t.</i> [‡]	Gerson, F., 484 Brunswick Ave.	S. J. Zacks, 347 Bay St., Toronto	I	Applied Science	Metall.
	Goldschmidt, U. K.,	Payment of fees delaye for duration of war	d IV	Arts	Mods.
	48 Admiral Rd. Kohn, W., 98 Bedford Rd.	Prof. Bruno Mendel, 98 Bedford Rd.,	I	Arts	M.& P.
t.#	Michel, W., 484 Brunswick Ave.	Toronto B. Wise, Imperial Life Assur'e Co., 320 Bay	I	Arts	M.& P.
iF	Posen, P., 80 D'Arcy St.	St., Toronto S. O. Wreschner, 4848 Upper Roslyn	I	Arts	M.& P.
į	Rothfels, K.H.	Ave., Montreal Senator Cairine Wilson	,II	Arts	Biol.
#	48 Admiral Rd. Sanger, G., 186 St. George St.	Ottawa L. Wolfe, 4200 Sherbrooke St.W Montreal	ı.	Medicine	
	Schild, A. E., Campus Co-Op Residence	L. Shoemar, Metropo- litan Life Ins.Co., Montreal	III	Arts	м.& Р.

- # Warned that he must not enter Chemistry building.
- 1 Mr. Rothfels' parents are living at 184 Benevolent St., Providence, R.I.

Petition from Council of University College re title of emeritus From Principal Wallace enclosing a petition from the Council of University College relevant to the title of emeritus granted to retiring members of the University staff, but the Board saw no reason to depart from the present practice and the Secretary was directed to advise Principal Wallace accordingly.

Membership of University Press in Board of Trade From the Manager of the University Press requesting that further consideration be given by the Board to the question of membership in the Board of Trade, Publishers' Group, and upon motion of Mr. Morrow approval was given to the President's recommendation that membership in the Board of Trade be taken out in the name of the University of Toronto Press, the annual fee for which was \$35.00.

(Subsequently reduced to \$30.00 as a war measure).

Donations

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council: for credit of Project PE-4 - Physics, Burton - Pitt. \$7,725.00 for credit of Project A.M.2 - Aviation Research -2,200.00 Psychology, with instructions for Dr. K. S. Bernhardt to look after the details in connection with this grant in the absence of Wing Commander Chant. further grant for Project C 1000-27, Chemistry, under 1.000.00 -Dr. A. R. Gordon.

Department of National Defence for Chemical Warfare research:

\$1,000.00 - for Project FE 16904 - C.W. 517 - Gordon, Department of Chemistry, replacing Project C 1000-31. accountable advance for Project FE 16904 - C.W.509 -400.00 Irwin, Banting and Best Department of Medical Research. for Project FE 16904 - C.W. 510 - Young, Department 200.00 of Bio-Chemistry. for Project FE 16904 - C.W. 503 - Lucas, Banting and 120.00 -Best Department of Medical Research. Miscellaneous: from the Rockefeller Foundation under its appropria-\$2,700.00 tion for the Department of Psychiatry. from Mr. B. Sadowski for his scholarship awards in Sociology and Social Work for 1942. 500.00 from Mr. Percy Hermant to cover the second instal-125.00 ment of the Percy Hermant Scholarship for 1941-42. 75.00 from Mr. A. L. Washburn, New Haven, Conn., as an additional contribution towards research work in Geophysics.

Wartime Bonus The Chairman reported that following the approval by the Board of the recommendations contained in the report of the Special Committee appointed to consider a Cost-of-Living Bonus, he had interviewed the Minister of Education to ascertain if the Government was willing to provide the necessary funds, and that he had been assured that the sum of \$100,000 would be included in the Government's Estimates for this purpose.

Upon motion of Dr. Gibson, Seconded by Mr. Neilly, It was Resolved -

That the following schedules for a Cost-of-Living Borus (now to be referred to as a "Wartime Borus") replace the original schedules embodied in the Special Committee's report of December 11, 1941, to become effective at February 1, 1942:-

Wartime Bonus (Cont'd) To those members of the staff paid on a weekly or monthly basis and who are in receipt of a salary of \$3,000 or under as follows:-

On the 1st \$1,000 or any portion thereof - 10% On the 2nd \$1,000 - from \$1,001 and up to and including \$2,000 - 5% On the 3rd \$1,000 - from \$2,001 and up to and including \$3,000 - 3%

To tradesmen, etc., and those paid on an hourly basis as follows:-

.03¢ per hour for women .05¢ per hour for men

Loans to medical students from University Bursary Fund In connection with the report which had been approved by the Board regarding the matter of loans to medical students from funds of the Students' Administrative Council, the Alumni Federation, and the University Bursary Account, authority was given for the following loans from the University Bursary Fund shown in the Estimates and formerly used entirely for bursaries:-

B. C. Prior - Fourth Year - \$100 R. J. Delaney - Third Year - \$350

The Board ruled that in future the notes given in these cases must be endorsed by some responsible person, and provision made for insurance.

Arrangements re Second Victory Loan canvass Following certain arrangements made with the President and the Bursar by Mr. W. P. Spragge, Chairman of Toronto Division "D", Second Victory Loan Campaign, as confirmed in a letter to the President, the University was subsequently requested to circularize each member of the staff and adopt the pay-roll system for subscriptions from employees in receipt of salaries under \$3,000 per annum. The Board approved of this plan being adopted on condition that the Bursar be authorized to obtain whatever additional help was necessary, it being understood that arrangements for the delivery of the bonds would be made by the individual with the bank.

Investment in Second Victory Loan The Burser having reported funds on hand for investment to a total of \$150,000., including \$9,000 held for the Banting Research Foundation, upon motion of Mr. Ross the Board approved of this sum being invested in the forthcoming Second Victory Loan provided the consent of the Foundation was obtained, together with \$75,000., a checue

Second Victory Loan (Cont'd)

Connaught
Laboratories'
securities
to be
transferred to the
Bursar's
Office

for which had been transmitted by the Connaught Laboratories Committee from its funds, making in all a total of \$225,000 to be invested.

There was presented a letter from Mr. F. Lorne Hutchison requesting, by direction of the Connaught Laboratories Committee, that the securities now being held by the University on account of the Laboratories be turned over to the Yonge and College Branch of the Canadian Bank of Commerce for insured safe-keeping in common with the other securities which are already regularly held there for their account. Following a discussion of this matter, and with the approval of Mr. Neilly -

It was moved by Dr. Gibson, Seconded by Mr. LaBine, And Resolved -

That all securities held by the Connaught Laboratories be transferred to the Bursar's Office, with the exception of certain small investments held for the Laboratories' pension account.

Notice to A.D.Fisken & Company of cancellation of lease of 23 Scott Street The Bursar reported that in view of the increasing arrears of ground rent in connection with the University's property occupied by A. D. Fisken & Company at 23 Scott Street, the University Solicitor felt that some steps should be taken to protect the interests of the University, and he had therefore obtained the following report from the Chartered Trust and Executor Company:-

"I am returning herewith the analysis of the operation, which was prepared and submitted to the Board of Governors of the University of Toronto on July 16, 1937.

I have read the report and also looked over the building to-day. The building appears to be very rundown, both inside and on the outside, and it is unattractive to prospective tenants. I presume that the majority of tenants now in the building have been there for a good number of years. The location is not a good one from the rental standpoint, but it would certainly be helped by cleaning up and making the space more attractive.

From the report it would appear that money is being paid to the Canada Life prior to the obligation to the University which should be first.

It is difficult to make a proper analysis of the situation without getting an auditor's statement on the present operating picture.

I understand that the Board is dissatisfied with the present set-up, and I think their position would be considerably better if they had control of the revenue and expenditures. If they would like us to take over the management, to accomplish this, we would be glad to do so, and would assure them of our active interest in getting the best possible net revenue. Our charge for management would be 5% on the amount of rents collected, and, in addition to this, we would charge for leasing to new tenants, the

tion of lease of 23 Scott Street (Cont'd)

tariff rate of leasing commission which is 5% on the amount of one year's rental for leases of one year or less, and 2% on the balance of the term, for leases of longer duration. For arranging renewal leases our charge is half of the regular leasing rate.

We would be pleased to discuss this matter further or give you any additional information you might require, or, if a current statement can be secured on the last year's operations, we would be glad to analyse it.

Yours very truly,

January 19, 1942.

(Sgd) A. M. Brackley Assistant Manager, Real Estate Department."

After considering the matter it was ordered that the Solicitor be instructed to cancel the lease and take possession of this property, the details in connection with further arrangements as to the handling of the property to be decided on at a later date.

Expenditure

The Bursar presented his statement, certified by the Auditor, of the expenditures made by him from the Accountable Warrant authorized on January 8, 1942, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of February and the first part of the month of March. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (2275,000) be issued to the Bursar.

Report of Standing Committee re observance of anniversary of Sir Frederick Banting's

The following report of the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death was read and approved: -

"To the Board of Governors, University of Toronto.

Gentlemen: -

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Thursday, February 12, 1942, at 3:30 p.m., at which the following were present:-

The Chancellor The Chairman of the Board Mr. Morrow

Dr. V. E. Henderson Dr. E. S. Ryerson

The Bursar was present as Secretary.

In the absence of the President the Chancellor was requested to take the Chair. Further consideration was given to means of commemorating the work of the late Sir Frederick, and your Committee begs to make the following recommendations:

That the Bursar obtain a leather book of crimson colour in which will be recorded the following:-

Report of Standing Committee re observance of anniversary of Sir Frederick Banting's death (Cont'd)

Photograph of Sir Frederick Banting, K.B.E.

(2) Biography.

(3) Minutes of the Board and of this Committee relating to the commemoration.

That the preparation of introductory material be left with Mr. Morrow and Dr. Henderson.

That the order of service at the first Banting Lecture, to be held this year on February 20, be as follows:(1) Commemoration Prayer - The President.
(2) Playing of the Funeral March by Mendelssohn.

(3) Presentation of orders, medals, etc. by Lady Banting.

(4) Address in reply, by the Chancellor.
(5) Memorial Lecture - Dr. C. J. Mackenzie, Acting President of the National Research Council, Ottawa.

Respectfully submitted,

February 12, 1942.

(Sød) W. Mulock Acting Chairman of Committee."

Proposal to limit number of First Year students in Medicine

The President presented an interim report in connection with the possible limitation of the number of First Year students to be admitted to the Faculty of Medicine, as outlined in the fol-

"The Hon. and Rev. H. J. Cody, President, University of Toronto.

lowing letter from Dr. Ryerson:-

Dear Dr. Cody:-

At the meeting of the Council of the Faculty of Medicine on Friday, February 6, 1942, the following resolution was adopted :-

'The number of students admitted to the First Year of the medical course in September, 1941, was 210. It is the con-sidered opinion of the Faculty that the number of students who can be provided with a sound medical training in the clinical years should be in the neighborhood of 100. The number of students admitted to the medical course in the other Universities in Canada is limited as follows: - McGill University, 75; Queen's University, 40; University of Western Ontario, 25; University of Manitoba, 50; University of Saskatchewan (to preclinical years) 24; Dalhousie - 'the number of those admitted in any one year is limited'; University of Alberta-'there is a quota at the time of entrance to the first professional year in Medicine."

The Faculty considers that the facilities available in this University and its teaching hospitals are such that an effective education in Medicine cannot be given to such a large number of students as were admitted this year. In order to prevent such an excessive number being admitted to the Medical Course of the University in the future, the Faculty begs to recommend that the Board of Governors introduce a regulation limiting the number of students to be admitted to the First Year in Medicine to 125.

Yours faithfully,

(Sgd) E. S. Ryerson Assistant Deen and Secretary."

February 7, 1942.

Ten-year extension for repayment of loan from Khaki Memorial Fund Upon motion of Dr. Gibson, seconded by Mr. Neilly, the Board gave authority for a further ten-year extension from February 1, 1942, to February 1, 1952, for repayment of the \$11,000 loaned from the Khaki University Memorial Fund to the Alumni Federation.

Judeted.

The meeting adjourned at 6:10 p. m.

Minutes confirmed.

Feb. 26th 1942.

John Filon Vice-Chairman. Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 26th, 1942, at 4 p. m.

Present -

Dr. Gibson (in the Chair)
The Chancellor

The Chancellor The President Dr. Anderson Mr. LaBine Mr. Bryce

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Macdonald Mr. Duncan Mr. Morrow Hon. Dr. Kelly Mr. Rogers Mr. Ross

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were reported.

Investment of \$225,000 in Second Victory Loan Bonds The Bursar stated that in accordance with the instructions of the Board he had placed an order for -

\$225,000 Second Victory Loan 3% Bonds, due March 1, 1954 including, with the approval of the Banting Research Foundation, \$9,000 on account of the Foundation, together with \$75,000 from the funds of the Connaught Laboratories.

Fisken undertaking re lease of No. 23 Scott St.

The Bursar also reported that as a result of the notice sent to A. D. Fisken & Company that the lease of No. 23 Scott Street would be terminated at February 28 unless the arrears of ground rent were paid in full by that date, he had received a cheque from Mr. Fisken for \$100 with an offer to pay a like amount for the next six months, and

Fisken undertaking re lease of No. 25 Scott St. (Cont'd)

Upon motion of Mr. LaBine, Seconded by Mr. Bryce, It was Resolved -

That the undertaking of Mr. Fisken to pay the sum of \$100 a month for the next six months be accepted on the understanding that \$50 of this amount is applied on account of rent, and the remaining \$50 on account of arrears; and on condition that all the rents received by Mr. Fisken in connection with the property at No. 23 Scott Street are paid to the University, irrespective of what other commitments have been made by him, a statement of receipts and expenditures to be submitted to the University every six months.

Proposed limitation of number of students in First Year Medicine

The President reported that the Senate had discussed the question of the limitation of First Year students in the Faculty of Medi-In the opinion of the Senate, the Board might at its discretion limit the number of entrants to the Faculty on the ground of lack of laboratory and clinical facilities; but the Faculty should present to the Senate a statement of its proposed method of choosing students for entrance, in order that such method should be discussed and approved by the Senate.

"H.W.Price Fellowship" details

The President also reported that the details in connection with the "H. W. Price Research Fellowship in Electrical Engineering" were being prepared by Dean Young and Dr. Hogg of the Hydro-Electric Power Commission.

Letter of appreciation from Prof.A.F.W. Plumptre

There was read a letter from Professor A. F. W. Plumptre expressing thanks for the generous treatment accorded him by the Board in connection with his leave of absence to enable him to go to the Canadian Legation at Washington for the duration of the war.

Letter of thanks from Prof. D.MacGregor

There was also read a letter from Professor Donald MacGregor of the Department of Political Economy conveying his appreciation of the wartime bonus granted to members of the staff.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Medicine:

Hygiene and Preventive Medicine:

Miss C. Horner

- Demonstrator, Apr.15 to June 30 \$175 per mo. - Special Lecturer in Parasitology \$100

W. B. McClure School of Hygiene: D. T. Fraser

- Associate Director, from February 20, 1942, with no additional salary

Miss M. Mingay

- Secretary, Physiological Hygiene, Feb. 9 to June 30 \$1,100 per an.

Appointments (Cont'd)

Department of University Extension and Publicity:

Instructors:

Course in Aerial Navigation:
Wing Commander D.G. Joy - Air Pilotage
Course in Physiotherapy:

- Remuneration and travelling

Miss Margaret Finley expenses

- Supervision and instruction Miss May Walkden for an additional two months

Other recommendations by the President were approved

as follows:-

Leave of absence to Capt. E. A. Macdonald, and appointment of Miss M. Parkes and Prof.W.J.T. Wright on Students' Administrative Council

That leave of absence for the duration of the war be given to Captain E. A. Macdonald, General Secretary-Treasurer of the Students' Administrative Council, who had been detailed for duty to the Personnel Selection Staff for employment with the 4th and 6th Division Portion of the Personnel Selection Directorate, this leave to date from March 3, 1942; and that in consequence Miss A. E. M. Parkes be appointed Acting General Secretary-Treasurer of the Council in his absence. In this connection the President stated that he was appointing Professor W. J. T. Wright as staff representative to the President on the Council.

Change in stipend to Dr. D. N. Hamly, De-partment of Botany

That an additional \$400 be granted to Dr. D. N. Hamly, Lecturer in the Department of Botany, for the Session 1941-42, making his total salary \$1,800 as originally intended by Professor R. B. Thomson, instead of \$1,400., and that this additional amount be provided by taking \$320.84 from the balance of the appropriation for the salary of Mr. S. G. Smith, on war service, and granting an additional vote of approximately \$80 for the remainder.

Extension of appointment of J. Brown, Civil Engineering

That the appointment of John Brown, Laboratory Assistant in the Department of Civil Engineering: Municipal and Structural, who will be eligible for retirement on March 31, 1942, his 70th birthday, be extended for one year from July 1, 1942.

Virus Studies, New subdepartment, School of Hygiene

That a new Sub-Department of Virus Studies in Relation to Hygiene be created in the School of Hygiene as from July 1, 1942.

Postponement of fees of Dr. J. O.

That Dr. J. O. Munz, previously Czecho-Slovakian Consul at Fort William, who resigned his position to take the Course in Commerce and Finance, be permitted to postpone until after the war the payment of any fees in the School of Graduate Studies which might be charged against him. Balance of amount transferred from Wall-berg Bequest to Electrical Engineering to be carried forward

That upon motion of Mr. LaBine the unexpended balance of the amounts transferred from the Wallberg Bequest to the Department of Electrical Engineering be carried forward to the Session 1942-43 as, due to great difficulty in obtaining the necessary equipment and assistance, the special work for which this money was voted cannot be completed during the present Session.

Additional appropriations for School of Physical and Health Education That the following additional appropriations be granted for the balance of the Session 1941-42 in the School of Physical and Health Education for Physical Education - Men:-

Special Instruction (Dancing) J. T. Phillips

\$ 28.00

Maintenance:

Equipment and Supplies -For instruction in posture For instruction in aquatics

40.00 22.00

Total

\$ 90.00

Communications were presented and dealt with as fol-

lows:-

Statutes of Senate

From the Registrar transmitting Statutes of Senate Numbers -

1531 - Respecting the Marion Dickenson Scholarship

1538 - Respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1941-42

which Statutes having been read were approved.

Admission of Rabbi J.Epstein, refugee, to Faculty of Arts Also from the Registrar stating that the Committee on Admissions had refused, under recent instructions, to admit as a regular student Rabbi Joseph Epstein, recently released from a refugee camp, but recommended that he be admitted as an occasional student, not proceeding to a degree, to a course in pass Philosophy and English, both of the Second Year, the sponsor in this case being Mrs. A. H. Caplan, 7 Clemow Avenue, Ottawa. The Board concurred in the Committee's recommendations. In this connection the President stated that the Hon. N. A. McLarty, Federal Minister of Labour, had conveyed his thanks to the University for

Letter of thanks from Hon. N.A.McLarty re treatment of internees

Estimates of Athletic Assocition for the Secretary of the University of Toronto Athletic Assocition for the year 1942-43, and these were approved by the Board to a total expenditure of \$48,775.00.

its treatment of internees while enrolled as students here.

Release in connection with Sir Frederick Banting Estate waiving all claim for damages against the C.P.R., in charge of plane in which Sir Frederick met his death

From the Canada Trust Company transmitting a form of release from the Executors of the Estate of the late Sir Frederick Banting, waiving all claim for damages against the Canadian Pacific Railway Company which was in charge of the operation of the plane in which Sir Frederick met his death. As February 20 was the last day for the filing of such a claim, it being necessary to take action within twelve months of the death of the deceased, and as there would not be a meeting of the Board until February 26, the Bursar stated that he had consulted the Chairman who instructed him to prepare for his signature the following Letter suggested by the Executors:-

"Mr. W. E. M. Bell and The Canada Trust Company, Executors of the Estate of Sir Frederick Banting, 14 King Street East, Toronto, 2.

Dear Sirs: -

As Executors of the Estate of the late Sir Frederick Banting, you have drawn the attention of the University of Toronto to the fact that the Estate may have a claim for damages against the Canadian Pacific Railway, which was in charge of the operation of the plane in which Sir Frederick met his death.

The University of Toronto hereby instructs you not to make on behalf of the Estate of Sir Frederick, against the Canadian Pacific Railway or against any other person or Corporation, against whom such claim might lie, any claim for damages resulting in the death of Sir Frederick, and hereby releases you of and from all claims and demands whatsoever, which as one of the residuary beneficiaries under the Will of Sir Frederick, the University of Toronto now has or could at any time have.

Yours very truly, (Sgd) D. Bruce Macdonald, Chairman of the Board."

The Board confirmed the action taken.

Question of payment of Succession Duties re Estate of W.E.Robertson from University's bequest under Eliza J. Robertson Estate From the Canada Permanent Trust Company, Executors of the Estate of the late Eliza J. Robertson, under whose Will the University of Toronto was named as residuary legatee, stating that the question had now been raised as to whether the Succession Duties under the Estate of Mrs. Robertson's husband, the late William Elder Robertson, should be paid from his Estate or charged against the shares of the particular beneficiaries, of whom his wife was one. In this connection a letter was read from the University Solicitor, who had been consulted in the matter, stating that in a number of recent similar cases there had been some difference of judicial opinion on the sub-

Eliza J.
Robertson
Bequest
(Cont'd)

ject, but giving it as his opinion that the Court would hold that under the terms of Mr. Robertson's Will the Succession Duties on the gift to Mrs. Robertson would have to be deducted from the gift and not from the general Estate, which would amount in the University's case to approximately \$2,500. After discussing this matter it was suggested that the Chancellor's observations be obtained for consideration at the next meeting, and that the Bursar secure a copy of the Will of Mr. Robertson for the Chancellor's information.

Application for repeal of City By-Law which prevents erection of stores on Bloor Street between Avenue and Bedford Roads From the City Solicitor advising that the Corporation of the City of Toronto had applied to the Ontario Municipal Board for the repeal of By-Law No. 4469, which prevents the erection of stores or the conversion into stores of existing residential premises on the North side of Bloor Street between Avenue Road and Bedford Road, and the Bursar reported that as this matter was to be dealt with on February 24, prior to the next meeting of the Board, he had consulted Dr. Gibson, as Chairman of the Property Committee, who saw no reason why we should oppose this By-Law and suggested that no action be taken. The Board confirmed this decision.

Imperial
Oil Graduate Fellowship

From the Imperial Oil Limited undertaking to continue for the coming year 1942-43 their Graduate Fellowship of \$500., which was accepted with grateful thanks.

Renewal of Jule and J. J. Allen Scholar-ship

From Mr. Jule Allen stating that he and his brother were pleased to renew for a further period of five years the Jule and J. J. Allen Scholarship in Commerce and Finance, which the Board also gratefully accepted.

Donations -

The following additional donations were reported and were accepted with thanks and appreciation:-

\$12,890.00 - from the R.C.A.F. for residence accommodation, etc.,
for personnel attending the Radio Technicians' Course
from January 5 to February 1.
5,000.00 - from the Ontario Department of Health in connection

- from the Ontario Department of Health in connection with its grant to the School of Hygiene to provide courses of instruction for medical officers of health.

400.00 - from the Department of National Defence (Army) as an accountable advance under Project FE 16904 - C.W.511 -

Solandt, Department of Physiology.

200.00 - from the National Research Council as a further accountable advance under Project Med. 9-2 - Cleghorn, Department of Medicine.

50.00 - from the Deborah Assembly, Order of Rainbow for Girls, to cover their bursary award for 1941-42 in Household Economics.

Retiring allowance for members of Surveying staff to be based on total of departmental salary and remuneration paid for Summer Camp work

The President presented a letter from Dean Young recommending that for purposes of retiring allowance the remuneration paid to the staff in the Department of Civil Engineering: Surveying and Geodesy, for work done in the Summer Survey Camp, be added to their regular salary in the department. The Board approved of the President's recommendation that beginning with the Session 1942-43 the item hitherto shown in the Estimates, providing for payments for Summer Camp work, be transferred to and form part of the salaries of those concerned in order that their retiring allowances may be based, as from July 1, 1942, upon the combined remuneration; the Summer Camp work in future to be considered as part of the regular duties required of the members of the staff in Surveying.

Revision of fees

Approval was given to the following revision of

fees for inclusion in the Calendar of the Faculty of Arts:-

1. (a) In the first paragraph on page 1, the words "before applying to his College Registrar for his card of admission to lectures" to be substituted at the request of one of the Arts Colleges for the words "before he can receive his card of admission to lectures from his College Registrar" which appear in the regulation adopted by the Board of Governors on April 10, 1941.

adopted by the Board of Governors on April 10, 1941.

(b) In the fourth paragraph provision is made for the Bursar's Office to be open for the receipt of fees from 9 a.m. to 5 p.m. daily from September 14 to 23 (Saturday, 9 a.m. to 12:30 p.m.)

(c) Schedules C and D have been amended so as to provide for the imposition of the Physical Training fee of \$3 upon the women enrolled in the First Year in the federated Arts Colleges, and schedules A,B,C and D have been amended to provide for the imposition of the Health Service fee of \$5 upon the men of the Third and Fourth Years in all four colleges, and upon the women of the Second, Third and Fourth Years in all four colleges, except the women in residence in Victoria College.

(d) A laboratory deposit fee of \$5 has been included in the schedule of fees in the Pass Course for Teachers, and a similar fee of \$10 in the schedule of fees for occasional students.

sional students.

- Swimming and Gymnasium Fee for Women Undergraduates For those women undergraduates who are not required to 2. pay the Physical Training fee, but desire to use the pools and gymnasia in the Household Science building and at 415 Yonge Street, an annual fee of \$3 is prescribed payable to the University Bursar at the opening of the Session. Students who wish to use the pool in the Housefield Science building for practice without instruction may purchase tickets from the pool attendant at the rate of three for \$1. There will be no refund of the \$3 fee or on individual tickets.
- In addition to the above changes for inclusion in the Calendar the Board approved of the continuation of the exist-ing arrangements regarding swimming and gymnasium privi-leges to members of the staff. The fee for the same was 3. set at 33.

Reduction in amount of awards of Blake Admission Scholarships

Upon motion of Mr. Bryce, approval was given to the President's recommendation that the awards of the Blake Admission Scholarships, which had been increased by the Board on May 25, 1922, from \$1,200 to \$1,500 in view of the accumulations which had been added to the fund, now revert, on account of the decreasing rates of interest, to the original amount of \$1,200 stipulated by the donor at the time the scholarships were established. Accordingly, the awards of 1942-43 will be on the basis of \$1,200., the amount which will be credited to the fund and made available for payment in 1943-44.

Report of Committee on University College Matters

The following report of the Committee on Univer-

sity College Matters was read and approved:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

Your Committee begs to report that it held a meeting in the Board Room on Friday, February 13, 1942, which was also attended by members of the Committee of the Council of University College, those present being -

Dr. Gibson (in the Chair) Dr. Bruce Macdonald The President

Principal Wallace Professors McAndrew Fairley Cochrane Taylor Jeanneret Macdonald

The Bursar was present as Secretary.

At this meeting Dr. Macdonald reported that in accordance with the recommendation made at the last meeting of your Committee he had obtained the following information:-

That the University of Toronto Athletic Association was prepared to assist in any way possible in making provision for athletic privileges for the students of University College, but felt that the present arrangements were the most satisfactory for all concerned.

That after discussing this matter with the Superintendent, they were unable to decide on what might be a de-

sirable location for the proposed tennis courts. That after considering various locations for the new 3. University College Men's Residence, such as the site at 73 St. George Street, together with the vacant lot adjoining, the most desirable location appeared to be the Kappa Alpha Residence at 44 Hoskin Avenue; and it was felt that Messrs. Mathers and Haldenby, Architects, should be requested to prepare sketch plans and specifications for the proposed building.

Your Committee therefore recommends that the Board refer the matters covered in Clauses 2 and 3 above to the Property Committee for consideration and report.

University College Matters (Cont'd) Your Committee also recommends that Principal Wallace be requested to prepare a report for submission to the Board, containing such recommendations as his Committee considers would improve the present situation.

All of which is respectfully submitted,

February 13, 1942.

(Sgd) John J. Gibson, Chairman of Committee."

Judaped -

The meeting adjourned at 5:10 p. m.

Minutes confirmed.

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Landenmen

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, March 12th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)

The Vice-Chairman

The Chancellor

The President

Mr. Ross

Mr. Neilly

Mr. Morrow

Mr. Bryce

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Chief Justice Rose Hon. Dr. Bruce

Mr. Rogers Mr. McCulloch

The minutes of the last meeting were read and

confirmed.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

From 1 July, 1942

School of Hygiene: Dr. Pary A. Ross

- to be promoted from Assistant Professor to Associate Professor of Biometrics, Department of Epidemiology and Biometrics \$3,000 per an.

For the Session 1941-42

Faculty of Medicine:

Mrs. J. G. Reid

From March 1 to June 30 \$35 per mo.

Faculty of Applied Science and Engineering:

W. J. Scarlett
D. J. Parrish
O. J. Parrish
Ourse in Physiotherapy:

Miss K.I.McMurrich
School of Nursing

Faculty of Medicine:

From March 1 to June 30 \$35 per mo.

Faculty of Applied Science and Engineering;
From Mechanical Engineering,
From Mechanical Engineering,
From Mechanical Engineering,
From Mechanical Engineering,
From March 1 to June 30 \$70

From March 1 to June 30 \$35 per mo.

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Appointments (Cont'd) Department of University Extension and Publicity: Course in Physiotherapy (Cont'd): - Supervisor of Hospital Work, for Miss Frances Cowie balance of Session (vice Miss \$120 M. Walkden) Course in Occupational Therapy: Miss K.I.McMurrich - Instructor in Anatomy, Easter Term (vice Dr. H. D. Ball) \$37.50 Certificate Course in Business: - Instructor in Economics I (vice Dr. Karl Helleiner 3100 Professor H. A. Innis) Workers' Educational Association: Toronto: 120 - Economic History L. T. Morgan Miss M. Winspear - Literature 120 - Music Appreciation Boris Berlin 120 C. Williams - Psychology - English Composition 120 J. D. Robins 30 - Labour Problems H. Beveridge 20 - Parliamentary Procedure Mrs. A. Hewitt 120 - Public Speaking G. A. McMullen C. W. M. Hart - Sociology Oshawa: - Public Speaking and Literature 80 Arthur Slyfield Hamilton: 110 H. A. Wingfield G. A. McMullen H. Beveridge - Psychology - Public Speaking - Labour Problems Kingston: 100 - Current Problems R. M. Winter Toronto: 100 - Labour Law Bora Laskin

Other recommendations by the President were ap-

Resignations

proved as follows:-

That the following resignations be accepted:-

From Dr. Jean F. Davey, Medical Adviser for Women, who had previously been granted leave of absence for the duration of the war in order to assume the post of Medical Supervisor of the Canadian Women's Auxiliary Air Force; this resignation to become effective March 12th.

From Miss H. Goulding, Class Assistant in Botany, as from March 9th. From Dr. E. C. Evans, Fellow in Pathology, effective February 28th.

Additional vote in Physical and Health Education for payment of Demonstrators That a special appropriation of \$300 be set up in the Department of Physical and Health Education for the Session 1941-42 to pay honoraria to the following Demonstrators who gave instruction in Zoology to the First Year students:-

Dr. R. D. C. Martin - \$150.00 Dr. V. E. Engelbert Total

Instruction in Link Trainer at \$2.00 per hour That instruction in the Link Trainer be provided at a fee of \$2.00 per hour for the two Forestry students, Messrs. Taylor and Fiskar, who are members of the field staff of the Provincial Department of

\$300.00

Instruction in Link Treiner (Cont'd) tines and Forests; this fee to be in addition to the fee of \$50 set by the Board in September last for these men as occasional students in the Faculty of Forestry.

Increased rate of \$9.50 per week for U.C.Women's Residences

That upon motion of Dr. Gibson the rate for room and board at the University College Women's Residences be increased from \$9.00 per week to \$9.50 per week, commencing with the Session 1942-43, as proposed by the Dean of Women, Miss M. B. Ferguson.

Loans to Wedical students That the following Third Year Medical students be granted loans from the Bursary Fund:-

J. D. Lovering - \$100 S. C. Robinson - \$200

Free tuition of \$125 to holders of National Research Council Bursaries That free tuition to the amount of \$125 be granted to holders of National Research Council Bursaries registered in the School of Graduate Studies; this ruling to apply to the Session 1942-43 only, and the number of awards to be limited to eight.

Waiving of 10% reduction in "Supplies" vote for Electrical Engineering That the 10% reduction previously ordered by the Board be not applied to the appropriation for "Supplies" in the Department of Electrical Engineering, and that the original amount of \$2,000 for this vote be made available for expenditure during 1941-42.

Restoring of part of 10% reduction in Loology

That \$200 of the \$490 deducted from the appropriation for "Laboratory and Lecture Room Supplies" in the Department of Zoology as a result of the 10% reduction be restored for expenditure during 1941-42.

Additional vote for Evening Tutorial Classes That an additional appropriation of \$1,000 be granted for "Evening Tutorial Classes" in the Department of University Extension and Publicity.

Communications were presented and dealt with as

follows:-

Discontinuance of Grades 7 and 8 in University Schools

From Dr. A. C. Lewis, Headmaster of the University of Toronto Schools, in connection with a proposal to eliminate the elementary grades and establish only a Senior School, and upon the President's recommendation, and with the approval of the Minister of Education, authority was given to discontinue Grade 7 this year and Grade 8 next

Changes
in grades
at U.T.S.
(Cont'd)

Extension for two more years of agreement with Ontario College of Pharmacy year. The Board also approved of setting the fee for all students at \$75.00 per annum, effective as from September, 1943.

From the Registrar stating that at a recent meeting held between representatives of the University and the Ontario College of Pharmacy consideration was given to a renewal of the present agreement which expires on June 30, 1942, and it was decided to request their respective governing bodies to continue the existing arrangements for two more years, viz: to June 30, 1944. Upon the President's recommendation the Board approved of this extension, on the understanding that the contract might be considered again in a year's time, at the request of either the University or the College, if a serious reduction in numbers for the Session 1943-44 should appear likely in view of the uncertainty attending University registration during wartime. It was also decided that a formal agreement covering this extension was not necessary but that the approval of the College should be obtained in writing.

Congestion
in stackroom in
Library
and appointment
of Committee to
discuss
problems
with Committee of
the Senate

From the University Librarian transmitting recommendations from the Library Committee in connection with the congestion in the stack-room, and at the President's request the following Sub-Committee of the Board was appointed to meet with the Sub-Committee of the Library Committee of the Senate in order to discuss the urgent problems now facing the Library Committee:-

The Chairman of the Board The President Mr. LaBine Mr. Neilly Mr. Morrow Mr. Ross Mr. McCullagh

Offer of 2,000 for course in Camping for Women

From Miss Mary G. Hamilton, Director of Tanamakoon Camp, offering to provide the sum of \$2,000 towards launching in the School of Physical and Health Education a course in Camping for women, and this matter was referred for consideration to the Committee on Physical and Health Education.

Estimates of Toronto Conservatory of Music for 1942-43 From Mr. F. S. Chalmers, Vice-Chairman of the Board of Governors of the Toronto Conservatory of Music, transmitting the Estimates of the Conservatory for the year 1942-43, together with their Finance

Estimates of Toronto Conservatory of Music for 1942-43 (Cont'd) Committee's Report, and stating that the following resolution was passed by the Conservatory Board on February 19th and that he had been requested to forward the same to the University Governors:-

"That in conveying the Budget of the Conservatory for the twelve months July 1, 1942, to June 30, 1943, and the accompanying Report, to the Board of Covernors of the University of Toronto, the Chairman request the University to grant us the sum of \$12,422.00 to cover the estimated deficit as shown in that Budget."

This matter was referred to the Finance Committee for consideration and report.

Offer of a medal to best Spanish student by Consul General of Chile at Ottawa From Luis E. Feliu H., Consul General of Chile, at Ottawa, stating that he would be pleased to offer a medal as a prize to the best Spanish student of the year, should the University be agreeable, as he felt that such an award would stimulate interest not only in his own country, Chile, but also in the other countries of the Americas. This offer was gratefully accepted by the Board and it was left with the President to odvise Mr. Feliu accordingly and arrange the necessary details with him.

Return by Dean C. J. Mackenzic of cheque for \$50 for Banting Lecture From Dean C. J. Mackenzie returning the University's cheque for \$\psi_50\$ in connection with the Banting Lecture delivered by him on February 20th, and requesting that this amount be credited to the Sir Frederick Banting Memorial Lecture Fund. The Secretary was directed to convey to Dr. Mackenzie the Board's sincere appreciation of his generous action.

Further payment of \$1,250 re Flavelle Graduate Fellow-hips

From the Mational Trust Company, Executors of the Estate of the late Sir Joseph Flavelle, transmitting a cheque for \$1,250 representing the third payment of one year's interest \$2.50 on the bequest to the University of \$50,000 for Graduate Fellowships. This payment was accepted with thanks and appreciation, and on the understanding, as outlined in the Company's letter, that if, due to Succession Duties or any other reason, the fund cannot be set up in full, future income will have to be withheld to the extent of any amount that may be overpaid by this instalment and the similar ones paid in 1940 and 1941.

Donations -

Additional donations were reported as follows and

were accepted with thanks and appreciation:-

from the Department of National Defence for Air, being \$6.562.50 amount due January 12 for tuition fees of R.C.A.F. personnel attending the Radio Technicians' Course No.2.

450.00

from the National Research Council for credit of grant for Oxygen Production - Burton-Wilhelm, Physics. from the Oral Health Magazine to cover the Oral Health Theses Prizes and the Wallace Seccombe Prize for Gen-300.00

eral Proficiency in the Faculty of Dentistry. from Miss Alice Willson for the award of the Herbert Willson Scholarship. Principal Wallace has notified the Bursar that owing to war conditions the Council of University College has decided that this scholar-100.00 ship be awarded to the student who stands first in first-class honours in the Honour Science Course of the First Year.

75.00 from Mr. A. L. Washburn of New Haven, Conn., as a further contribution towards work in Geophysics.

25.00 from the Engineering Institute of Canada to cover its Prize for 1942.

Approval of proposals for a new Course for Radio Technicians

The President presented correspondence between Mr. S. L. deCarteret, Deputy Minister of National Defence for Air, and Professor Burton of the Department of Physics, setting out proposals for a new agreement in connection with the training of personnel of the Royal Canadian Air Force in the Radio Technicians' Course at the University, and the President was authorized to advise Mr. deCarteret that the proposals as submitted meet with the Board's approval.

Estimates for the University Health Service for 1942-43

Additional appropria-

tion of \$1,000 for

1941-42

new Director of the University Health Service, Dr. R. W. I. Urquhart, regarding the proposed revision of the Service, together with the estimates of the same for 1942-43. This matter was deferred for consideration to the meeting of the Board to be held on March 26th, but in order to provide for the purchase at the present time of new furnishings and equipment which may not be obtainable next Session authority was given for an appropriation of \$1,000 for 1941-42 for this purpose. The Secretary was instructed to send a copy of Dr. Urquhart's report to each member of the Board for his information.

The President also presented a report from the

Payment of fees deferred for Ernest Thompson

Dr. Gibson reported that the Rotary Club of Toronto had undertaken to pay the sum of \$100 towards the fees of Ernest Thompson, a British war guest of Mr. Harold Pollock, 104 Vesta Drive, who, it is expected, will enter the University next Session, and upon the recommendation of Dr. Gibson authority was given to defer payment of the balance of the fees over and above \$100.

Current Expenditure

The Bursar presented his statement, certified by the Auditor, of the expenditures made by him from the Accountable Warrant authorized on February 12th, 1942, and the same was laid on the Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of March and the first part of the month of April. Ordered that an Accountable Warrant for Three Hundred and Twenty-five Thousand Dollars (\$325,000) be issued to the Bursar.

Resume of University's finances to to be pre-sented to Board at least once a year

Following the presentation of the monthly statement of Current Expenditure, Mr. Neilly suggested that the Board discuss the advisability of having submitted to them at least once a year a resume of the University's finances. This matter was referred to the Finance Committee for consideration and report.

Property Committee Report

tion of appointment of A. J. Maycock

Request of

Wycliffe College for reduction

Non-payment by Victoria College of ground rent of Lot 67 Report No. 219 of the Property Committee was read

as follows:-

"The Property Committee bers to report to the Board of

1. A. J. Maycock, Caretaker of the Household Science Building, reached the age of 70 years on November 13th, 1941, and in the normal course he would be retired on pension as of June 30th next. As the Superintendent reports him to be still capable of giving good service, and in view of the difficulty of obtaining suitable employees on account of the wer, it is recommended that Maycock's appointment be continued for one year to June 30th, 1943.

2. Your Committee has received a request from Wycliffe College that consideration be given to a reduction in the ground rent

lege that consideration be given to a reduction in the ground rent of the property on Hoskin avenue occupied by them, from the amount set in 1925 of \$900 per annum to a nominal payment or none at all, similar to existing arrangements with the Federated Colleges.

Your Committee recommends that commencing at July 1st,

Your Committee recommends that commencing at July 1st, 1942, a nominal rental of \$1.00 per annum be charged by cliffe College for ground rent for the above property.

3. The Bursar has reported that Victoria College, in transmitting on February 17th a cheque for \$2,827.50 covering ground rents due January 1st, 1942, had not included the ground rent due on Lot 67, stating that it was not being paid pending an adjustment of the terms of the lease of this lot.

In view of the fact that the Bursar had informed Victoria College on February 20th that the Board of Governors was not prepared to make any change in the lease, your Committee recommends that if payment is not made by April this matter be brought up again.

4. Your Committee took up for consideration the following matters referred to it in connection with University College:
(a) Tennis Courts:

College

Arrangements for tennis

(a) Tennis Courts:

Owing to war exigencies and the shortage of materials involved, your Committee feels that it is inedvisable for the University to proceed with the erection of tennis courts at the present Arrangements for tennis for U.C. students (Cont'd)

Site for U.C.Men's Residence,

Appointment of Architects

Vote of \$400 for travelling expenses

Switchboard facilities at Simcoe Hall to be turned over to Police

Additional accommodation for Chemical Engineering and Chemistry time, and recommends that the University College Athletic Association be requested to consult the Secretary of the University Athletic Association in an endeavour to ascertain what possible facilities might be available for the present for the students of University College. It was suggested that an arrangement might be made to get playing hours on the St. Hilda courts.

made to get playing hours on the St. Hilda courts.

(b) New Men's Residence:

After considering possible sites for the new University
College Men's Residence your Committee recommends the selection of
the property at the North-west corner of Hoskin Avenue and Devonshire Place, having a frontage of approximately 150' on Hoskin
Avenue and approximately 300' on Devonshire Place, and upon which
the former Kappa Alpha Residence, 44 Hoskin Avenue, stands. It is
further recommended that before proceeding the President obtain the
approval of Principal Wallace and the Council of University College
to the location of the site and their estimate as to the number to
be accommodated.

Your Committee also recommends that Messrs. Mathers and Haldenby be appointed Architects for the proposed building, on the usual terms, and that they be requested to prepare sketch plans in connection with the same.

It is further recommended that an amount of \$400 be appropriated and made available for travelling expenses from funds already in the hands of the Bursar for this building, in order to permit of visits of inspection to other institutions.x

5. Your Committee has considered a request from Chief Constable Draper to have placed at the disposal of the Police Department of the City of Toronto the switchboard facilities in Simcoe Hall, in the event of enemy action disrupting their own switchboard at No. 149 College Street.

Your Committee recommends that this request be granted.

Your Committee recommends that this request be granted.
6. The President has informed your Committee that in view of crowded conditions, the Department of Chemical Engineering is desirous of having plans proceeded with in connection with the erection of a building to provide more accommodation, it being suggested that the cost of the same might be met from the funds of the Wallberg Bequest.

It is recommended that the plans for additional accommodation for Chemical Engineering and for Chemistry in Arts be so prepared that these additions be in juxtaposition to each other with a view to securing the greatest possible co-operation in the teaching of Chemistry.

All of which is respectfully submitted.

March 10th, 1942.

(Sgd) J. J. Gibson Chairman"

No expenditure of \$400 to be made at present

Upon motion of Dr. Gibson, Clauses 1, 3, 4, 5 and 6 were approved, it being understood that no expenditure is to be made at the present time from the \$400 appropriated for travelling expenses in connection with the new University College Men's Residence.

Wycliffe College matter deferred At the request of the Chancellor, the matter referring to Wycliffe College in Clause 2 was deferred for consideration to the next meeting of the Board, and the Bursar was instructed to furnish particulars of the agreements with the federated colleges covering park lots assigned to them and the ground rent attached to each.

Cubstitution of paragraphs in Clause 6 re new Chemical Building

In connection with the last paragraph of Clause 6 referring to the requirements of Chemical Angineering and Chemistry, the Board approved of a revised paragraph suggested by the President to be substituted for the one originally prepared, and this was included in the report as above.

Notice re of Estimates Laboratories

Mr. Neilly gave notice of motion that he would present at the next meeting of the Board the L timates of the Connaught Laboratories for the year 1942-45.

The meeting adjourned at 5:55 p. m.

Minutes confirmed. man. 26:1942 Ales Merchantes

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, March 26th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald) The Vice-Chairman The Chancellor The President Mr. Neilly

Mr. Bryce

Mr. LaBine Mr. Morrow Dr. Anderson Hon. Dr. Kelly Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

> Mr. Duncan Mr. Rogers Hon. Dr. Bruce

The minutes of the last meeting were read and con-

firmed.

were dealt with: -

Arising out of the minutes the following matters

Payment of Succession Duties re Eliza J. Robertson Bequest

Report covering

of Con-

naught

The question of the payment of Succession Duties in connection with the Eliza J. Robertson bequest was again deferred for consideration as the Chancellor reported that he wished to consult the University Solicitor in connection with the same.

In accordance with notice previously given, Mr. Neilly, as Chairman of the Connaught Laboratories Committee, presented the following re-Estimates port in connection with the Estimates of the Laboratories for the year Laboratories,1942-43 1942-43:-

> "To the Board of Governors, University of Toronto.

There will be submitted to you herewith a statement of estimated revenue and expenditure, including salaries, of the Connaught Laboratories for the financial year from April, 1942, to March, 1943, inclusive. These estimates as adopted by your Connaught Laboratories Committee show sales as amounting to \$800,000., net revenue from sales as \$60,000., income other than from sales as

Report covering Estimates of Connaught Laboratories.1942-43 (Cont'd)

\$43,250., and expenditure charged against this income as \$25,050., leaving an over-all favourable balance of \$78,200 estimated for transfer to Reserve during the 12 months concerned. This balance This balance

would represent a margin of 10% of the sales figure.

It will be appreciated, of course, that all the above figures represent simply the best guesses which we can make at the present time. If revenue should prove to be materially less than is now estimated, expenditure can and will be reduced. On the other hand, if, as during the current financial year, there should be an increase in sales which could not be estimated in advance, then it will be necessary for expenditure to be increased in order that the essential research and production activities of the Connaught Laboratories be maintained. In these circumstances your Committee naturally feels that it should continue to have discretionary power to make expenditure conformable to developments during the year.

A similar situation exists as regards salaries. will be noted from page 14 of the attached main list of salaries that the estimated total of these is \$348,457 as compared with a corresponding figure of \$308,781 last year. It will also be noted, however, that the present figure relates to 312 persons, whereas last year's related to 283 - an average of \$1,117 this year as compared with \$1,091 last year. Here again it will be necessary for some changes to be made during the year, in that from time to time either a smaller or more likely a larger number of employees will be needed for the work of the Laboratories, and from time to time it will be necessary to replace employees who resign or enter naval, military or air-force service. In connection with such changes your Committee will continue to need discretionary power to make such adjustments as may be required, all conforming to the spirit of governmental policies relating to wages and salaries.

With all the above in mind, your Committee has to request

through motion of the undersigned, seconded by Mr. Morrow,

1. That the statement of estimated revenue and expenditure, including salaries, of the Connaught Laboratories for the financial year from April, 1942, to March, 1943, as submitted this day, be and it is hereby approved.

2. That realizing that the expenditure of the Laboratories must vary with revenue which cannot be closely estimated in current circumstances, and having regard for the existing situation in respect of both skilled and unskilled help, the Connaught Laboratories Committee be and it is hereby given discretionary power to make such departures from its present estimates as it may find to be necessary or desirable in the light of developments from time to time during the said financial year.

> Signed on behalf of the CONNAUGHT LABORATORIES COMMITTEE

> > B. Neilly Chairman"

March 24, 1942.

Estimates approved and Mr. Neilly commended

Upon motion of Mr. Neilly, seconded by Mr. Morrow, these Estimates were approved in the form of the above-mentioned resolution; and an expression of appreciation was conveyed to Mr. Neilly and to his Committee for the splendid work which they are doing.

Wycliffe College ground rent

The request of Wycliffe College for a reduction in their ground rent was also deferred for consideration to a later date.

Committee
appointed
re University Health
Service
Estimates,
1942-43

In connection with the Estimates of the University Health Service for 1942-43 and the proposed plans for the extension of the Service, a Committee, consisting of the Chairman of the Board, the President, and the Bursar, was appointed to discuss the details with Dr. Urquhart and report back to the Board.

Appointments

> Resignations

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Athletics and Physical Training - Men: Locker Attendants: - to be continued from May 9 to June 30, @ \$30 J. R. Rimmer per week, plus wartime bonus

to be continued from April 18 to June
30, @ \$25 per week, plus wartime bonus Lloyd Green Faculty of Medicine: - Secretarial Assistant, Hygiene and Preventive Medicine, from March 2, 1942, for duration of war \$1,200 per an. Mrs. E. M. McNeily for duration of war
- Research Assistant, Physiology from Miss M. L. Hawxhurst mo. March 13 to June 30 Special Research: Research Assistants: - Civil Engineering: Surveying & Geodesy, E. L. Dodington for May - Mechanical Engineering, May and June G. H. D. Martin \$165 per mo. at

Other recommendations by the President were ap-

proved as follows:-

That the following resignations be accepted:-

From Professor Ross Taylor, Associate Professor in the Department of Mechanical Engineering, effective June 30, 1942. Dean Young reports that on account of declining health due to a serious heart condition Professor Taylor was obliged to give up his work in February. In accepting this resignation with much regret the Board approved of the Dean's request that full salary for the balance of the present fiscal year be paid to Professor Taylor.

From Dr. Frances H. Stewart, Assistant to the Medical Adviser for Women (part time), as from March 31; with salary to June 30.

From Dr. D. D. Bonnycastle, Fellow in the Department of Pharmacology, effective March 31.

Leave of absence to Professor Woodhouse That leave of absence on full salary for the Easter Term of the Session 1942-43 be granted to Professor A. S. P. Woodhouse of the Department of English, in order to permit him to complete a study of Milton, in connection with which he has been granted a Guggenheim Fellowship. Professor Woodhouse proposes to visit various libraries from Washington to California.

Payment to Professor Pitt for work on silica tubes for Government That the sum of \$860 due by the Department of Munitions and Supply under their contract for the repair of silica tubes in the Department of Physics be credited to the McLennan Laboratory Research Fund, and that when the money is received \$340 of the amount be paid to Professor A. Pitt.

Summer Course in Radio Technique That a Summer Course in Radio Technique be authorized in the Department of University Extension and Publicity for sixteen weeks commencing May 26th. It is expected that there will be 100 students taking the course at a fee of \$100 per student, of which \$25 must be paid before admission to lectures. Research Enterprises Limited have undertaken to place the successful candidates at the first examination in June (of whom it is estimated there will be 80) on their pay roll for the remaining 12 weeks of the course at the rate of \$10 per week for each student, sending a cheque for the total amount to the University. As each student will have paid \$25 of his \$100 fee, the University will keep \$75 each out of the cheque from Research Enterprises Limited and pay \$45 to each student.

Loan to
William T.
Beatty,
Third Year
Dentistry.

That William T. Beatty, Third Year Dentistry student, be granted the sum of \$80 from the University Bursary Fund in the hope that the amount will later be repaid by him.

Waiving of second signature on note for loan from Mt. Sinai Fund That the promissory note given by Miss Desiree Ward, Second Year Physiotherapy student, in connection with the loan of \$94 granted to her from the Mount Sinai Lodge Silver Jubilee Loan Fund, be accepted without the signature of a second person in view of the fact that her family are in Shanghai, China.

David Dunlap Observatory to be closed during the war

That the David Dunlap Observatory be closed to visitors for the duration of the war at the request of Professor R. K. Young, the Director, who gives the following reasons for so doing:-

- Co-operation with the Oil Controller in saving of gasoline. The saving in observation time to the staff of the Observa-2. tory, which is much undermanned.
- The certain danger of sabotage. 3.

Additional appropriation for Microscopes at the Press, and proposal for renting them to Medical students

That an additional appropriation of \$6,000 be granted in the University Press for the purchase of Microscopes, payments to be made from the Press Operating Account of this year. In this connection the Manager of the Press informed the President that the Medical Faculty had been considering whether or not it would be a good policy for the University to purchase a stock of these microscopes and keep them on hand for the duration of the war, renting them at a nominal charge to the students; and while the Board approved of this suggestion the details of such a plan are first to be submitted to them.

Additional appropriations

That further additional appropriations be granted as follows:-

Athletics and Physical Training - Men: "Salaries" (to provide for continuation of appointments of J. R. Rimmer and Lloyd Green, vide folio 63) - \$487.50 University Extension and Publicity: "Office Expenses" - \$900.00

Transfers in appropriations That the following transfers in appropriations be granted:-

Physiology: From "Salaries" "Supplies and Apparatus" To School of Hygiene: Department of Physiological Hygiene: From "Salaries" To "Apparatus and Equipment"

- \$200.00

- \$1,500

Donations

The following donations were reported and were ac-

cepted with thanks and appreciation:-

from the National Research Council for War Project P.1010 \$11,425.00 (Physics-Burton-Pitt) replacing Grant P.E.4 which is to be closed out as of March 31. from the National Research Council for the grant for Avia-

1,600.00 tion Medical Research, Project A.M.l, under Dr. H.
Bazett, Banting and Best Department of Medical Research.
from Mrs. D. A. Dunlap, representing \$1,000 for the David
Dunlap Memorial Scholarships, and \$500 for a research
assistant in the Department of Psychology.

1.500.00

from the Public Speaking Association of the University for their Bursary award of 1942. from the Ontario Medical Association to cover the 1941-42 award of their Prize in Preventive Medicine.

25.00

Communications were presented and dealt with as

follows:-

Statute
of Senate
re David
Dunlap
Memorial
Scholarships

From the Registrar transmitting Statute of Senate No. 1542 respecting the David Dunlap Memorial Scholarships, which was approved by the Board. According to this Statute the award of \$100 previously granted in Third Year Medicine is being rescinded owing to the discontinuation of the Course in Biology and Medicine for the duration of the war, thus making an additional amount available for awards in the Faculty of Arts.

Authority to Registrar to pay a substitute for Miss Lavell, deceased Also from the Registrar reporting the death on March 20 of one of his Assistants, Miss Mona Lavell. The Board expressed regret upon learning of Miss Lavell's death, and approved of the Registrar's request to make available for the payment of a substitute the balance of the salary which Miss Lavell would have received to June 30, 1942.

Payment of fees of G.B.Kirk, U.T.S. deferred From Dr. A. C. Lewis, enclosing a letter from Mrs. E. W. Kirk, asking for consideration in connection with the payment of the fees of her son, Gordon B. Kirk, a pupil at the University Schools. In view of the fact that the boy's father is a doctor in Hong Kong and will no doubt be interned for the duration of the war, and as the family are entirely dependent on him for support, the Board gave approval to the Bursar's suggestion that payment of fees be deferred until after the war.

Waiving of interest on loans to students

From Dr. J. J. Gibson stating that the principal on the loans made by the Chartered Trust and Executor Company to W. H. Carruthers and Dr. Alfred A. Thompson, in connection with fees during the last war, had been paid in full, and recommending that the interest thereon be waived in these cases, and the Board approved of such action being taken.

Donation from H. F. Lowry allocated to Women's War Service Committee From Mr. Howard F. Lowry, Princeton University, requesting that the proceeds of the U.S. money order for \$4.90 = \$5.39 Canadian funds, sent to him as a contributor to the "University of Toronto Quarterly" in 1939, and which was presumably lost in the mail since he did not receive it, be applied towards some University war work. The Bursar reported that he had been able to obtain a duplicate of this money order

Donation from H.F. Lowry (Cont'd) from the Bank and upon his suggestion the Board directed that this amount be forwarded to the University of Toronto Women's War Service Committee for their work in connection with evacuated children from Britain.

Payments from firms to cover costs re employees taking Extension Course From the Director of University Extension and Publicity transmitting cheques from the following companies to cover costs in conducting Evening Tutorial Classes in "Industrial Chemistry and Physics" for their employees:-

Canada Packers - \$550.00
Lever Brothers - 550.00
Swift Canadian Company - 400.00
Total - \$1,500.00

Second Victory Loan Honour Certificate for University employees From the Ontario Employees' Committee of the Second Victory Loan, stating that an official Honour Certificate for the employees of the University had been released for reaching their objective, and expressing thanks for the fine co-operation and good results obtained from the University in the recent campaign.

Renewal of lease to Victoria College re Lots 55 and 56 The Bursar reported that the lease to Victoria College of Lots 55 and 56, No. 151 Bloor Street West (formerly Dr. Alexander McPhedran) had expired, and authority was given to renew the same on the usual terms for 21 years from October 1, 1941, at a rental of \$720 per annum.

Limitation of First Year Medical students Upon motion of Mr. Neilly, seconded by Dr. Gibson, it was ordered that the number of students to be admitted to the First Year in the Faculty of Medicine for the Session 1942-43 be limited to 150, owing to lack of facilities to handle the 200 students enrolled in the First Year this Session. Before submitting this matter to the Senate for approval the Board directed the Secretary to ascertain from Dr. Ryerson what the Faculty considered the best method to be adopted in connection with such limitation.

Loans from Bursary Fund for Medical students The President presented a letter from the Registrar stating that a special meeting of the Senate would be held on Friday, April 17, at 4:30 p.m. to consider the results of the Sixth Year examinations in the Faculty of Medicine, and that the question arose of grant-

Loans from Bursary Fund for Medical students (Cont'd)

ing degrees to those students whose fees are in arrears. In order to assist in expediting these financial arrangements the Board gave authority for the granting of loans from the University Bursary Fund under the following conditions:-

Only students going into Military Service to be granted loans.

Loans to be applied towards payment of fees only.

Applicants to be interviewed by Dr. J. J. Gibson at the Students' Administrative Council office; appointments to be arranged by Miss Parkes.

Applications to be completed on the S.A.C. loan form.

Endorsed notes to accompany application, together with Group 5. Insurance form.

In this connection the Bursar presented the following list of the Sixth Year students whose fees were still unpaid, and he was directed to notify each one of the Board's decision:-

	Amount		Amount
Name	Due	Name_	Due
Aitken, D.W.	\$ 315	Lougheed, D.W.	\$ 76
Bailey, P.	" 376	Merritt, Miss R.I.	176
Bohnen, D.R.	176	Sacks, M.G.	116
Carpenter, L.E.	44	Salem, E.P.	226
Davey L.M.	105	Schnittman. M.	76
Finkelstein, M.	101	Sunderland, K.B.	376
Ker, W.F.	376	Total	- \$2,539

Report of Standing Committee re Hart House and approval of Estimates for 1942-43

The following report of the Standing Committee re Hart House was read and approved, together with the Estimates for the

year 1942-43, showing a total anticipated expenditure of \$125,500:-

"To the Board of Governors, University of Toronto.

Your Committee begs to report that it held a meeting in Room 215, Simcoe Hall, on Tuesday, March 24, 1942, at 4 p.m., the following being present:-

Dr. H. B. Anderson (Chairman)

B. Anderson (Chairman) Mr. R. A. Bryce
Bruce Macdonald Mr. J. R. Gilley (Secretary)
Your Committee presents herewith the Estimates for Hart Dr. D. Bruce Macdonald

House for the financial year 1942-43:-

- \$122,600 Estimated Revenue Estimated Expenditure - 125,500
Estimated Operating Loss 2,900 The factors taken into account are -

(a) There is no official confirmation as yet that Hart House will be serving meals to men of the Royal Canadian Air Force taking the course for radio technicians during the summer of 1942 or in the year 1942-43, as was the case during the year 1941-42. Note: If meals are served to this group during the summer of 1942 it is estimated that the Operating Loss would be reduced to \$900.

(b) If the Cost of Living Bonus is paid to employees of Hart House during 1942-43 it will amount to approximately \$5,100. If the Cost of Living Bonus is not paid it is estimated that the profit would be \$2,200 or \$4,200 depending on whether meals are served during the summer to the Air Force.

(c) The Operating Profit for the financial year 1941-42 is estimated at \$11,800. The disposition of this profit at the end of the financial year shall have the approval of the Board of Governors.

All of which is respectfully submitted.

(Sgd) H. B. Anderson Acting Chairman" Administration costs re societies, units, etc. referred to Finance Committee

Wartime
Bonus and
provision
of funds
by the
Government
to cover
the same

There was brought up for discussion the question of administration costs now assumed by the University on behalf of the various separate units, societies, etc. This matter was referred to the Finance Committee for consideration.

In connection with the institution of a wartime bonus to the employees of the University, the Chairman reported that after being assured by the Minister of Education that \$100,000 would be placed in this year's Government Estimates to cover this payment he had later been informed that the Government was not prepared to provide for the same. After discussing the matter at length it was decided to defer further consideration of it to an adjourned meeting of the Board to be held on Monday, March 30, at which also the unfinished business of this meeting would be transacted.

The meeting adjourned at 6:05 p.m. to re-assemble

on Monday, March 30, at 4 p. m.

Judeted Sur Ps

Minutes confirmed.

apl-96,942

Combernando

Chairman.

Minutes of the adjourned meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Monday, March 30th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald) The Chancellor

The President Mr. Neilly

Mr. LaBine

Mr. Morrow Mr. Rogers

Mr. Ross Mr. McCullagh Mr. Duncan Dr. Anderson Mr. Bryce

Hon. Dr. Kelly

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

> Mr. Osler Hon. Dr. Ferguson Mr. McCulloch

Report No. 143 of the Finance Committee, which was deferred from the meeting on March 26th, was read as follows, and upon motion of Mr. Ross, seconded by Mr. Neilly, was approved:-

"The Finance Committee begs to report to the Board of

Governors:1. Your Committee has considered the Estimates of the Toronto Conservatory of Music for the year 1942-43, which were referred to it, and upon motion of Mr. Morrow it is recommended that approval be given to the same on condition that the amount included in the University Estimates as a Special Grant to the

included in the University Estimates as a Special Grant to the Conservatory does not exceed the sum of \$12,000.

2. The Bursar has informed your Committee that he has received a cheque from Hart House for \$9,000 with the request that it be applied on account of their accrued liability of \$14,300 in connection with the University Pension Fund. This being the first amount received on behalf of any unit included in the fund, your Committee recommends approval of such action.

3. An immense amount of detail work in the Bursar's Office is involved in the handling of the Unemployment Insurance, especially in regard to the Government stamps required under the regulations, which are now being affixed by hand to each individual book. As it is felt that considerable saving in time and money can be effected by the purchase of an Unemployment Insurance Meter Machine, your Committee recommends, upon motion of Dr. Macdonald, seconded by Mr. Morrow, that such a machine be purchased, and that an additional appropriation be provided for this purpose in accordance with the following estimate supplied:timate supplied:-

Finance Committee Report No. 143

Toronto Conservatory of Music Estimates, 1942-43

Payment from Hart House re Pension Fund

Unemployment Insurance Meter Machine

Unemployment Insurance Machine

- \$465.00

Unemployment Insurance Meter Machine (Cont'd)

Unemployment Insurance Meter, Model RGC, with RFC Meter, the one most adapted to the University work, which keeps track of how much postage is on hand and accumulates the total postage spent - Leased at Less 21% discount if paid in advance.

- \$120.00 a year

Bookkeeping Machines for the Bursar's Office

Your Committee has also given consideration to the installation in the Bursar's Office of certain bookkeeping machines. The Bursar states that after visiting other institutions to make a survey of the various equipment in use he learned that the machine most generally favoured, which handles budgetary accounting and appropriations, would cost approximately \$2,600.00, including the necessary equipment and stationery. Before making a definite recommendation in this connection your Committee is endeavouring to obtain an estimate of the time which would be saved if such equipment were purchased, and also the cost entailed in the installation of an additional number of these machines should they be required.

Your Committee recommends that a special bank account be opened, against which only cheques for salaries and wages would be drawn. Such cheques to be of different design from those ordinarily issued by the University and to clearly indicate the bank account against which they are to be charged.

No overdrafts are to be permitted in this account, and

for further protection the Bursar will from time to time make deposits limited in amount to the approximate sum required for the

Signatures on cheques

Opening of

special

bank ac-

count re salaries and wages

> payment of salaries and wages.
>
> Two signatures are to be affixed to each cheque, and your Committee further recommends that four persons in the Bursar's Office be authorized to sign such cheques (any two of them to sign) and that such signing officers be bonded in the sum of \$25,000 each. It is further recommended that By-Law No. 20 be amended

Amendment to By-Laws

accordingly, to give effect to this arrangement.

All of which is respectfully submitted.

March 19th, 1942.

(Sgd) Geo. H. Ross Chairman."

Proposed amendments to the Assessment Act

The Bursar reported that he had had a conference with Mr. A. J. B. Gray, Deputy Minister of Municipal Affairs, in connection with the proposed amendments to the Assessment Act in so far as they might affect the University, and that Mr. Gray had consulted his legal offices and they concurred in the opinion held by both the Bursar and Mr. Gray that the following paragraph (No.21) in the proposed amendments protected the University against any change in connection with its present status and that we were also protected by the University Act:-

"The land, buildings or structures which are, and to the extent that the same are, exempt under any general or special Act of this Legislature or any by-law passed pursuant to The Municipal Act."

Assessment Act (Cont'd) The Board authorized the Bursar to consult with the University Solicitor, or in his absence Mr. Kelley of the same firm, in order that the University's interests might be protected, and instructed the Bursar to obtain copies of the amended Act for the information of the Board when the same has been completed.

Wartime
Bonus Chairman
authorized
to write
to the
Minister
of Education re
provision
of funds

The discussion was resumed regarding the wartime bonus now being paid and the University's financial position in connection with the same. Authority was given to the Chairman to write to the Minister of Education, after consulting with certain members of the Board, explaining that the bonus in all probability will have caused at June 30, 1942, an over-expenditure of approximately \$50,000; and that as the University is making every effort this year to balance the expenditure with the revenue, the Board desire to know if it is the wish of the Government that we repudiate our undertaking to the junior members of our staff.

Chancellor's resolution Regarding the above representation to be made to the Government, the Chancellor presented a form of resolution, consideration of which was deferred until the Estimates for 1942-43 are prepared and ready for presentation to the Government.

Letter of resignation from Colonel Deacon as Chairman of Conservatory Board The Chairman presented two letters from Colonel F.

H. Deacon tendering his resignation as Chairman of the Board of Governors of the Toronto Conservatory of Music. The Board expressed appreciation of Colonel Deacon's valuable services in connection with the affairs of the Conservatory, and the Secretary was instructed to communicate with him and request that he allow his letter of resignation to remain until October when the Annual Meeting of the Conservatory Board would be held. It was understood that in the meantime Mr. Chalmers had very kindly consented to carry on.

Judeted M. B.

The meeting adjourned at 5:35 p.m.

Minutes confirmed.

Armella albualla. Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, April 9th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald) The Vice-Chairman The Chancellor Mr. LaBine Hon. Dr. Kelly

The Bursar was present as Secretary.

Dr. Anderson Mr. Ross Mr. Neilly Mr. Duncan

Mr. Bryce

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

The President Mr. McCullagh Mr. Rogers Mr. Morrow

Special reference was made by the Chairman to the absence of the President who sent his apologies for not being present on account of illness.

The following resolution was passed in connection

with the late McGregor Young, Esq., K.C:-

It was moved by the Rt. Honourable Sir William Mulock, K.C.M.G., Seconded by the Honourable H. T. Kelly, LL.D., And Carried .

That the members of the Board of Governors of the University of Toronto hereby place on record their appreciation of the character and public service of their fellow-member, McGregor Young, K.C., who suddenly passed away on April 1st at the age of 77.

A native of Prince Edward County, a connection of the first Prime Minister of Canada, the Rt. Honourable Sir John A. Macdonald, he was a brilliant graduate of this University, receiving his degree in 1884. He read law in the famous firm of Blake, Lash and Cassels, and began the practice of law in this city. He combined legal practice with legal teaching, first in the Law School at Osgoode Hall and then for many years as Professor of Constitutional and International Law in this University. He was a lucid instructor and an encourager of his students, a friend as well as a teacher. That the members of the Board of Governors of

al and International Law in this University. He was a lucid instructor and an encourager of his students, a friend as well as a teacher. He later returned to private practice, till in 1928 he was appointed Official Guardian for the Province. The duties of this office were thoroughly congenial to him and were discharged with sympathy as well as with efficiency. His knowledge of University problems and his wide legal experience made him a useful member of this Board. He will be long remembered as a fine public-spirited citizen, a learned jurist, and a genial and loyal friend.

The sympathy of this Board is expressed to his widow and children.

widow and children.

Resolution in connection with the late VcGregor Young, Esq., K.C.

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were dealt with: -

Chairman's letter to the Minister of Education re Wartime Ponus

The Chairman read the following letter which he had addressed to the Minister of Education in connection with the wartime bonus:-

"The Honourable Dr. Duncan McArthur, Minister of Education, Province of Ontario, Toronto.

My dear Dr. McArthur:-

At an adjourned meeting of the Board of Governors, held on Monday, March 30th, the whole question of Wartime Cost of Living Bonus and our relationship thereto, was discussed at length, following my announcement to the Board that you had informed me that the \$100,000.00 would not be included in the Estimates and that there would be no additional amount voted to the University during the coming year. It was finally agreed that to clarify the situation I should write you setting forth, as I remember them, the various steps in the negotiations between yourself and myself, that led up to our posting a notice that a Wartime Cost of Living Bonus would be paid to the junior members of our staff and the tradesmen we employ.

The facts as I remember them are as fol-

lows:-Early in January, on behalf of the Governors of the University of Toronto, I presented to the Department of Education, through the Deputy Minister, two alternative plans providing for a cost of living bonus to be paid to University employees receiving less than \$3,000.00 per annum, with the information that the Board desired the approval of the Government before putting either plan into operation. It was pointed out that the putting into effect of the lesser scheme would mean an additional expenditure of \$100,000.00 a year, not provided for in our present Estimates. As every effort was being made to balance our budget in accordance with Mr. Hepburn's wish we felt that the Government should be informed of the situation before definite action was taken.

Later you were good enough to ask me to come to see you and we discussed this matter. At this interview you stated that the lesser scheme was the one to be considered and that you would take it up with the Deputy Treasurer. Later you informed me that the Deputy Treasurer had agreed that \$100,000.00 would be placed in this year's Government Estimates for the purpose of the cost of living bonus.

On February 12th I so reported to the Board. Not wishing to delay action longer than necessary, since the unrest among our lower paid staff was increasing, the Board then, acting in good faith, issued the matter, granting the bonus as at February 1st of this year to continue at the pleasure of the Board.

Every effort is being made this year to make our expenditure balance with our revenue. The bonus in all probability will have caused at June 30th of this year an over-expenditure of ap-

proximately \$50,000.00.

In substance, the above was my statement to the Board, and if in your opinion anything of material importance has been omitted, will you please be good enough to advise at your early convenience.

Finally, the Board is anxious to be formally advised whether or not it is the wish of the Government that we now repudiate our undertaking to pay, on and after February 1st last, a cost of living bonus to our junior staff members and the tradesmen ordinarily employed.

Yours very truly, (Sgd) D.Bruce Macdonald Chairman of the Board."

April 8th, 1942.

Payment of Succession Duties re Eliza J. Robertson Bequest

Regarding the question of payment of Succession Duties in connection with the Eliza J. Robertson Bequest, the Chancellor requested the Secretary to make arrangements with Mr. G. M. Kelley, K.C., of the firm of Messrs. Cassels, Brock & Kelley, to see him at his earliest convenience.

Vycliffe College

The request of Wycliffe College for a reduction in ground rent was again deferred for consideration.

Limitation of First Year Med-Students

In response to the Board's request to be informed by the Medical Faculty of the proposed method to be adopted in connection with the limitation of First Year students, the Bursar presented the following recommendations of the Council of the Faculty of Medicine transmitted to him by Dr. Ryerson: -

"The Faculty begs to recommend that there be appointed a Com-

mittee on Admissions of the Faculty Council, with the Registrar of the University as an ex-officio member.

That in the consideration of the applications of students for admission to the First Year, the criteria that the Committee will take into consideration be the following:-

(a) Matriculation record.

An applicant from a rural district where facilities are limited, to be given sympathetic consideration.

(b) Confidential report from the Principal of the college, high

school or private school.

(c) An applicant suffering from a disability which will prevent

his becoming an efficient student of medicine is not to be admitted.

(d) A Medical Aptitude Test to be held prior to the date of registration, conducted under the supervision of the Committee. The results of this test will be considered in association with the applicant's matriculation record.

(e) A personal interview may be required."

Upon motion of Mr. Neilly, seconded by Dr. Gibson, approval was given to the above recommendations with the following revisions:-

In Section (b) the word "confidential" is to be deleted.

If in the event of a greater number of students qualifying than the 150 decided upon, the applicants from Ontario who have passed the necessary qualifications should receive prefer-

The Secretary was directed to inform the Minister of Education of the action taken.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Appointments Faculty of Medicine: R. W. I. Urquhart

R. Gale

- Lecturer (part time), Pathological Chemistry, 1 April to 30 June

- Junior Attendant, Bacteriology, in Pathology and Bacteriology, 1 April, at \$55 per mo.

\$235

Special Research: Mrs. G. Steele

F. Hughes

- Technical Assistant, Banting and Best Department of Medical Research, 26 March to 30 June \$65 per

- Assistant in Animal Quarters, Committee of Experimental Research, 1 April to 30 June \$60 per mo.

Donations

The following donations were reported and were ac-

cepted with thanks and appreciation:-

\$26,010.00 from the R.C.A.F. for residence accommodation, etc., for personnel attending the Radio Technicians' Course from February 2 to March 29.

2,000.00 from Miss Mary G. Hamilton, Director of Camp Tanamakoon,
Algonquin Park, as a donation for the purpose of helping to launch a Course in Camping for the Women of the
School of Physical and Health Education.

726.39 from the National Research Council for Project C 1000-27 Dr. Gordon, Department of Chemistry.
300.00 being \$150 each from the Misses Ann and Margaret Laidlaw

300.00 being \$150 each from the Misses Ann and Margaret Laidlaw to be used in the Department of Fine Art for whatever purposes Professor Alford and Dr. Brieger consider best.

25.00 from the Labour Research Institute to cover their Prize in Industrial Law for 1942.

Communications were presented and dealt with as

follows:-

Fees for Course of Bachelor of Household Science From Dr. C. C. Benson recommending the following arrangements of fees for the Course of Bachelor of Household Science:-

Academic Year	Tuition Fee	#Incidental Fees	Total Fee (if paid in one instalment)	First Term instalment	Second Term instalment
First	\$150	\$51	\$201	\$126	\$76
Second, Third, Fourth	150	48	198	123	76

These Incidental Fees include the following fees: Library and Laboratory Supply; one Annual Examination; Students' Administrative Council; Athletic; Health Service; Physical Training (for the First Year only); Laboratory Deposit; University College Women's Union; and Women's Undergraduate Association of University College.

Dr. Benson stated that the lest two items were subject to University College being willing to accept the arrangements, but as the Board understood from the President that the College would agree approval was given to this schedule in order to avoid delay.

Increase in Engin-eering Society fee, with a resulting in-crease in Fees in Faculty of Applied Science

From Mr. W. 3. Wilson recommending on behalf of the Engineering Society an increase from \$2.00 to \$3.00 in the fee for that Society, and suggesting that in order that the schedule of incidental fees printed in the Calendar may not be disturbed the laboratory deposit fee be decreased from \$10.00 to \$9.00, thus leaving the total fee at \$40.00. Approval was given to the increase from \$2.00 to \$3.00 in the Engineering Society fee, but in order to leave intact a uniform laboratory deposit fee of \$10.00 the Board approved of the Bursar's suggestion that this fee be not reduced to \$9.00. The total incidental fees for men to be included in the Calendar would then amount to \$41.00, and the women's incidental fees were likewise increased from \$26.00 to \$27.00 for the First Year, and from \$23.00 to \$24.00 for the Second, Third, Fourth and Fifth Years.

Letter from Brigadier Beament re lectures delivered by Dr.Blatz to Canadian Army Overseas

From Brigadier A. W. Beament of the Canadian Military Headquarters in London, England, stating that the lectures delivered by Dr. W. E. Blatz of the Department of Psychology to the Officers of the Canadian Army Overseas had proved of great value and interest, and expressing thanks for the co-operation of the Board in granting Dr. Blatz leave of absence for this purpose.

Appointment of Mr. J.B. Bickersteth to educational post in British Army, and extension of leave from the University

The President having reported that Mr. J. B. Bickersteth had been appointed to an educational post in the British Army as from 1st June next, the Board approved of his recommendations as follows:-

- (1) That leave of absence be granted Mr. Bickersteth for the duration of the war (extending present leave which expires June 30).
- (2) That the University continue to pay his pension contributions.

Presumably the Canadian Government will pay his salary for present duties from March 31 to June 1, and the British Government will pay him directly.

Non-payment by Victoria College of ground rent of Lot 67

At their meeting held on March 12 the Board adopted a recommendation of the Property Committee that if the arrears of ground rent owing by Victoria College in connection with Lot 67 (Emmanuel College) were not paid, this matter was to be brought up in April. The Bursar having reported that no cheque had yet been received from the College, the matter was again deferred for consideration.

Current Expenditure The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on March 12th, 1942, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of April and the first part of the month of May. Ordered that an Accountable Warrant for Three Hundred and Twenty-five Thousand Dollars (\$325,000) be issued to the Bursar.

Leaves of absence for war service

The Bursar also presented the following list, covering the period from 1 January to 31 March, 1942, of members of the staff who had been granted leave of absence for the duration of the war:-

Name	Title	Department	Date of Leave	Rank
ARTS: Embree, J. F.	Asst.Prof.	Anthro- pology	Jan., 1942	On Staff of Co-Ordinator of Informa- tion, Wash-
Glazebrook, G.deT.	Assoc.Prof.	History	Dec., 1941	ington, D.C. Dept. of Ex- ternal Affair Ottewa.
MEDICINE: Barr, Miss E.M.F.	Secretary	Hygiene	Feb., 1942	Women's Div'n R.C.A.F.
Campbell, James	Asst. Prof.	Physiology	Oct., 1941	Lieutenant, R.C.N.
Cowan, C.R.	Sr. Tech'l Assistant	Banting &	Oct., 1941	Lieutenant, R.C.N.
Walker, J.E.	Technician	Banting & Best	Nov., 1940 (deferred)	R.C.A.M.C. R.C.A.F.
SUNDRY: Macdonald, E.A.	Gen.Sec'y Treasurer, S.A.C.	Students' Administra- tive Coun- cil	March,1942	Capt.,Person- nel,Selection Staff, N.D.H.Q.
Ball, Miss K.	Assistant	Library	Jan., 1942	Women's Div'n R.C.A.F.
Hatfield, H.C.	Guard	Royal Ontario Museum	Feb.,1942	Dept. of Transport, Merchant Marine

Report covering Estimates of University Health Service Upon motion of Mr. Ross, seconded by Dr. Gibson, the following report of the Special Committee appointed to consider the Estimates of the University Health Service was approved:-

Report Estimates of University Health Service (Cont'd)

"To the Board of Governors, University of Toronto.

At the meeting of the Board held on March 26th last, the Estimates of the University Health Service for 1942-43 were referred to a Special Committee, consisting of the Chairman of the Board, the President, and the Bursar, with instructions to confer with Dr. Urquhart and report to the Board.

Your Committee now beg to report that they have interviewed Dr. Urquhart and have revised his Estimates, as will appear from copy of the revised Estimates as attached to this

report.

The income is based on a \$5.00 fee to be collected from 5,600 students, that is, a total of \$28,000.00. During the present year the income will be some \$21,000.00. The difference in these totals is accounted for by an increase in the number of students sharing in the service. In arriving at the number of students it would seem that a fair provision for possible decrease in attendance has been considered.

In connection with the men's Infirmary, \$600 has been

added for a male orderly. Students while in Infirmary will be expected to pay \$1.50 a day as a Boarding charge.

It is pointed out that the scheme proposed does not provide hospitalization for sickness but only for athletic injury. This was not made clear in the report submitted with the Estimates. Your Committee recommends that the report and Estimates

as revised be approved.

March 26th, 1942.

(Sgd) D.Bruce Macdonald Chairman of Committee."

of copies of Annual Report and statement of Revenue and Expenditure

Chancellor's

of statement re capital

moneys

The Bursar distributed to the members present copies of the Annual Report of the Governors for the year ending June 30, 1940, which had just been received from the King's Printer, together with a statement showing the recapitulation of Revenue and Expenditure for the year ending June 30, 1941.

The Chancellor gave the following notice of

notice of motion for motion:submission

"Sir William Mulock gives notice that he will at the next meeting of the Board move that the Bursar submit to the Board a written statement showing the amount, if any, of capital moneys of the University expended in carrying on its work and during what years, and the respective amounts thereof."

The meeting adjourned at 5:20 p.m.

Minutes confirmed. april 23 20 1942

Armellaedo

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, April 23rd, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Mr. Neilly

Mr. Bryce
Mr. LaBine
Mr. Ross
Hon. Dr. Kelly
Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Morrow Mr. Rogers Mr. Duncan

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were dealt with: -

The Chairman read the following letter from the Minister of Education in reply to his communication of April 8th regarding the Wartime Bonus:-

"Dr. D. Bruce Macdonald, Chairman, Board of Governors, University of Toronto, Toronto, Ontario.

My dear Dr. Macdonald:
I wish to acknowledge the receipt of your letter of April 8th relating to the Cost of Living Bonus granted to the junior members of the staff of the University and to your tradesmen. Your statement, I think, is correct as far as it goes. To make the record more complete I would like to add a reference

to two further incidents.

The statement which I made to you on the telephone regarding the Deputy Treasurer's intimation to me that we might include an item of \$100,000 for the purposes of the Cost of Living Bonus, was made in accordance with an undertaking which I had given you to keep you in touch with all developments. Knowing from experience the rough road which estimates must travel be-

Letter from Minister of Education re the Wartime Bonus Letter from Minister of Education re Wartime Bonus (Cont'd)

fore they take final form, I did not think for an instant that your Board would take any action on what might be called a report of gress and, in any event, before the Department's estimates had been approved by the House. Otherwise, you may be assured, no such re-

port would have been given to you.

April 9th, 1942.

The intimation that the Cost of Living Bonus had been given came to me as a complete surprise some weeks later. You will recall that I telephoned you at your home to point out the risk which the Board was taking in acting, as I believed, prematurely. You then stated that the Board would have to assume that risk. When later we were asked to remove this item

from our estimates, I informed you of this change in my office. You then expressed the opinion that by reason of having collected double fees in Medicine there would be no serious difficulty in financing the bonus for the remainder of the University's present fiscal year.

There is no question regarding the good faith of the Board in acting as it did. I do however think that it is most unfortunate that the Board, having undertaken to balance its budget for its present fiscal year, should have committed itself to the making of new expenditures without having positive assurance that the necessary monies would be available to meet these expenditures. Such an assurance could not be given on behalf of the Government until an appropriation for that purpose had been approved by the Legislature of the Province.

Yours very truly,

(Sgd) D. McArthur Minister of Education."

Chairman in-structed to ask Government if the bonus is to be discon-

tinued

After discussing this matter the Chairman was requested to write again to Dr. McArthur and ask for a definite statement from the Government as to whether or not they wish the Governors to repudiate their undertaking to the staff and discontinue payment of the Wartime Bonus as and from July 1, 1942.

Chancellor's motion for submission of statement re capital moneys

In accordance with notice previously given -

It was moved by the Chancellor, Sir William Mulock,

Seconded by Hon. H. T. Kelly, LL.D., That the Bursar submit to the Board a written statement showing the amount, if any, of capital moneys of the University expended in carrying on its work and during what years, and the respective amounts thereof.

This matter was referred to the Finance Committee.

Eliza J. Robertson Bequest

The question of payment of Succession Duties in connection with the Eliza J. Robertson bequest was deferred to the next meeting.

Household Science students admitted to privileges of University College

Regarding the schedule of fees for the Course of Bachelor of Household Science passed at the last meeting on the understanding that University College approved of the same, the President presented a letter from Principal Wallace stating that the Council of University College approved of the students of the Faculty of Household Science becoming associated with University College in their social and athletic activities, for which provision was made in the above mentioned schedule by including fees for the University College Women's Union and the Women's Undergraduate Association of University College.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Medicine:

Junior Demonstrators in Surgery:

G. W. Carrow) April 13 to June 30, 1942

\$ 50 50

Department of University Extension and Publicity:

Course in Radio Technique: N. S. Mendelsohn - Spe

N. S. Mendelsohn - Special Instruction (amending item for Department of Mathematics - \$400 vide folio 277, Book No.2)

\$100

Other recommendations by the President were approved

as follows:-

Resignations That the following resignations be accepted:-

From Mr. E. Pike, Technical Assistant in Physiological Hygiene, School of Hygiene, as of April 30, 1942.

From Miss E. A. Edwards, Swimming Instructress, Athletics and Physical Education - Women, effective April 30, 1942.

Extension of leave to Prof. G. deB. Robinson

That the leave of absence previously granted to Professor G. deB. Robinson, Department of Mathematics, be extended for another year, viz: from July 1, 1942, to June 30, 1943, provided present conditions continue.

Lectures to be given by Prof.Kennedy and Mr. C. Snyder in Medical Jurisprudence That Professor W. L. Robinson, Department of Pathology and Bacteriology, be permitted to retain Professor W. P. M. Kennedy and Mr. Cecil Snyder to give a series of some six or seven lectures in Medical Jurisprudence for the coming Term, payment to be made at the rate of \$10 per lecture.

Course of instruction in School of Hygiene to Ontario Veterinary College students That a course of instruction, as outlined in a letter from Dr. Defries, be given in the School of Hygiene from April 27 to May 2 to the members of the graduating class of the Ontario Veterinary College at the request of the Principal, Dr. C. D. McGilvray, providing the University is put to no expense in the matter and on the understanding that if the course is to be continued definite arrangements regarding the expenses thereof will have to be made.

Transfer in Physiological Hygiene That the sum of \$750 be allocated from "Salaries" in the Department of Physiological Hygiene, School of Hygiene, for 1941-42 for the purchase of an electrocardiograph.

Payment to Professor A. Pitt for work on silica tubes That the sum of \$730 due by the Department of Munitions and Supply under their contract for the repair of silica tubes in the Department of Physics be credited to the McLennan Laboratory Research Fund, and that when the money is received \$177.38 of the amount be paid to Professor A. Pitt.

Postponement of fees of Mr. E.C. Richards That payment of the fees of E. C. Richards, First Year Arts, Victoria College, be postponed until after the war. Mr. Richards is an evacuee in the charge of the University's Committee for British Overseas Children who came with the contingent from the University of Birmingham.

Postponement of fees of Miss Joan LeGros Clark That in the event of Miss Joan LeGros Clark, a war guest at the home of Professor E. A. Linell, Department of Pathology and Bacteriology entering the University next Autumn, the payment of fees which would be charged against her be deferred until after the war.

Payments re Special Course in Industrial Medicine That payments to a total of \$470 from the fees received for the Special Course on Industrial Medicine, held in January of this year, be authorized as follows:-

University of Toronto, 10% of \$470.00 Toronto General Hospital, 2 luncheons	\$ 47.00 40.00
Disbursements for Instructors: Dr. J. G. Cunningham Dr. O. A. Cannon	34.00 25.50
Dr. F. M. R. Bulmer Dr. R. G. Elson	17.00 17.00 34.00
Dr. R. I. Harris Dr. R. F. Farquharson Dr. P. H. Greey	34.00 25.50
Dr. R. Hare Dr. Harold Crouch	25.50 25.50
Dr. J. McCreary Dr. W. A. Farmer	25.50 25.50 17.00
Dr. H. A. Dixon Dr. J. A. Oille Dr. E. E. Cleaver	17.00 17.00 17.00
Dr. George Boyer Dr. Walter Wright	17.00 17.00
Mr. C. Hart) Cloak Room Attendants, Mr. A. W. Hay) Toronto General Hospital	6.00 3.00

Total - \$470.00

C.A.Ashley appointed to H. H. Finance Committee

That Professor C. A. Ashley, Department of Political Economy, be appointed to the Finance Committee of Hart House to fill the vacancy caused by the absence of Mr. Bickersteth.

Regulations for the renting of Microscopes to medical students

That the following recommendations of the Printing and Publications Committee be adopted in connection with the renting of Microscopes to medical students in view of the shortage of these instruments, it being understood that the Council of the Faculty of Medicine concurs in the same:-

- 1. Microscopes to be rented by the University Press to medical students at a charge of \$15 per year.
- A definite form of contract to be drawn up and approved by
- the University Solicitor which will be completed between the Press and each student concerned.

 That in order to bring up the total necessary to supply the incoming Second Year students next August, the University Press will rent from the students in the senior years in Medicine their microscopes, and then re-rent them to the
- Second Year students.

 The University Press will pay \$12 per year to the senior students as a rental; the difference of \$3.00 representing the \$2.00 which will have to be paid out each year to have 4. the microscopes overhauled and put into first-class condition, and \$1.00 to cover the overhead costs of the Press.

Communications were presented and dealt with as fol-

lows:-

Statutes of Senate From the Registrar transmitting for approval Statutes of Senate

Respecting the Perry Goldsmith Prize in Oto-Laryngology Numbers 1539

and the Perry Goldsmith Fund.
Respecting the H. A. McTaggart Scholarship in Physics.
Respecting the H. W. Price Research Fellowship in Electrical Engineering. 1545

which Statutes having been severally read were approved.

Postponement of awards of the Ellen Mickle Fellowship

From Dr. Ryerson transmitting the following recommendation of the Council of the Faculty of Medicine in connection with the Ellen Mickle Fellowship, which was concurred in by the Board:-

"That further awards of the Ellen Mickle Fellowship be deferred until after the war because of the impossibility of the fulfilment of the conditions."

Proposed University College Men's Residence

From Principal Wallace submitting certain recommendations of the Council of University College regarding the site, accommodation, etc., in connection with the proposed University College Men's Residence, and also from Mr. T. A. Reed, Secretary of the Athletic Association, regarding tennis-playing facilities for the students of the College. These were referred to the Property Committee for consideration.

Use of Aura Lee Grounds by Staff Association of Canada Life Assurance Co. From the Staff Association of the Canada Life Assurance Company making application for the use of the Aura Lee Grounds for the Season of 1942, and this request was granted on the same terms as last year, including a rental of \$600.

Return of cheque by Mr. H. G. Colebrook for some war work From Mr. H. G. Colebrook, Director and Merchandise Manager of the Robert Simpson Company, Limited, returning the University's cheque for \$10 which had been sent him for services in connection with the Business Courses in the Department of University Extension and Publicity, and requesting that this amount be applied to one of the University's war charities. The Board adopted the Bursar's recommendation that this money be forwarded to the Women's War Service Committee for their work in connection with evacuated children from Britain.

Dean Mackenzie's address at Banting Memorial Service From Dean Mackenzie, Acting President of the National Research Council, enclosing the manuscript of the address delivered by him at the Banting Memorial Service held in February last, which was accepted with thanks and appreciation.

Proposed amendments to Assessment Act withheld

From Mr. A. J. B. Gray, Deputy Minister of Municipal Affairs, stating that the Minister had decided to withhold presentation of the new Statute covering amendments to the Assessment Act, pending a further study of the suggestions. The Bursar stated that he had informed Mr. Gray that the University Act contained the most important matters pertaining to the University, and that any revision of the Assessment Act might conflict with the provisions of the University Act.

Discontinuance of classes for Naval Ratings but possible training of Officers

From Mr. W. G. Mills, Acting Deputy Minister, Department of National Defence, Naval Service, confirming verbal arrangements already made for the cessation of training of anti-submarine ratings at the University, but expressing the hope that they may have the privilege of continuing to train groups of Officers from time to time as necessity arises.

Letter of appreciation recourse in Forestry

From Mr. N. O. Hipel, Minister of Lands and Forests, Provincial Government, stating that the Special Forestry Course given this year to two of their pilots, Mr. Fiskar and Mr. Taylor, had been a decided suc-

Forestry Course (Cont'd) cess, and expressing appreciation to the President and the members of the staff concerned for making this course possible.

Letter of thanks from Royal Canadian Institute From the Royal Canadian Institute extending sincere thanks for allowing them the use of Convocation Hall for their Saturday evening lectures during the past year.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

\$2,600.00 in U.S. funds from the John and Mary R. Markle Foundation,
New York, representing the first instalment of a grant
of \$5,200 to the Department of Physiology for work on
blood clotting.

2,000.00 from Miss Elizabeth R. Laird, in the form of two \$1,000 3% Second Victory Loan Bonds, due March 1, 1954, as an additional payment in connection with "The Annie L. Laird Scholarship in Household Science", for which she has now paid \$4,500 of the \$6,000 promised.

1,000.00 from Dean Cosens, in the form of a \$1,000 3% Second Victory
Loan Bond, due March 1, 1954, representing contributions
from the Alumni and students of the Faculty of Forestry
to provide an additional donation to the Forestry Memor-

ial Scholarship Fund.

1,000.00 from the National Research Council for a projected research on native sources of natural rubber in the Department of Botany (Duff - B 1005). It is expected that funds from another source will be forthcoming, in which event the Council will be re-imbursed for this advance.

500.00 from Lady Kemp to cover the Fellowship in the School of Graduate Studies for the Session 1942-43.

400.00 in U.S. funds from the George Putnam Fund of Boston, representing the first prize money, won by the University of Toronto team, at the Fifth William Lowell Putnam Mathematical Competition held throughout the United States and Canada, and to be used for a special mathematical library

Canada, and to be used for a special mathematical library housed in University College.

75.00 from Mr. A. L. Washburn, New Haven, Conn., being an additional contribution to research work in Geophysics.

25.00 from the American Society of Heating and Ventilating Engineers (Ontario Chapter) for this year's award of their Prize.

Cenadian Red Cross Society Grant of \$15,000 to Institute of Child Study A letter was presented from the Canadian Red Cross Society advising Dr. W. E. Blatz that their Executive Committee had decided to place the sum of \$15,000 at the disposal of the Institute of Child Study for the purpose of paying the salaries of an extra staff to train a much larger than normal number of Child Nursery Supervisors, and approval was given to the following estimates and appointments in connection with the Institute, providing sufficient funds are received from the Red Cross Society for the amounts as set out to be charged against their grant:-

Institute of Child Study Estimates

Expenditure

Income

Expendicu	re_			
Dr. W.E.Blatz Miss M.Poppleton Miss M.Fletcher	Principal	1,600 1,400	School Fees Occ.Ther.(Exten'n) Special Fees	\$3,300.00 200.00 1,004.50
Miss D.Millichamp Dr.K.S.Bernhardt	Asst. Dir.(#) Asst. Dir.(#)	700		\$4,504.50
Miss J. Gillies Miss H.Shepherd Mrs. S. Chant		1,000 1,000 800	Bal. from 1940-41 Carnegie	1,866.41
Mrs. H. Johnson Mrs. G. Kirkpatrick	Instr. (%) Dietitian (%)	800	Dept.of Education Red Cross Society	5,000.00 4,279.09
Miss G. Evans Dr.M.Northway	Off. Asst.(%) Asst'sp	350 300) 100)		
Mrs.O. L. Baker Dr. G. V. Fisk	P.E.Asst. (%) Dental Res. \$1	100 150 .0,750		
Equipment and supp Attendants Printing	1y- \$2,200 - 1,300	3,500		
Superintendent's D	epartment \$1	1,400 5,650		\$15,650.00

(#) - part salary (%) - part time

Partial Budget - 1942-43

Expenditure

Dr. W.E.Blatz Miss M.Poppleton Miss M.Fletcher Miss D.Millichamp Dr.K.S.Bernhardt Miss J. Gillies Miss H.Shepherd Mrs.H.Johnson	Director Sec'y Principal Asst. Dir. Asst.Dir. N.S.Asst. Research Instr.	\$ 500 1,600 1,400 1,500 (#) 700 (#) 1,000 1,000
Equipment and supp	ly- \$ 300	\$ 8,500
Attendants (maids char)	and200	500 \$ 9,000

(#) - part salary

To be revised and completed in October, 1942.

Institute of Child Study appointments

Sessional Appointments

	Sessional Appointments	
1941-42:		
Miss B. Gage	- Acting Principal, 1 April to 30 June (payable out of Red Cross grant)	100 per mo.
Miss V. Ord	- Demonstration training of Institute students in East End Day Nursery (total payment up to June 30)	\$ 50
Miss J. Rea	- Lecturing, demonstration training of Institute students in Forest Hill	
	Nursery School, and organizing in Nursery School field (total payment up to June 30)	\$150
Assigned for	stenographic assistance from 1 April,1942,to 30 June,1943 (payable by voucher) (payable out of Red Cross grant)	\$1,100

Institute
of Child
Study
appointments

1942-43

Miss B. Gage - Acting Principal, beginning September 1 \$100 per mo.

Mrs.D.Leonard - Nursery School Assistant, do. 70 " "

Students'
Administrative
Council
budget

There was also presented the budget of the Students' Administrative Council for the year 1942-43, and this was referred to the Finance Committee for consideration.

Loans to medical students

Regarding the arrangements made by the Board for granting loans to Sixth Year medical students graduating in April, 1942, who were going into Military Service, upon motion of Mr. Bryce the Board confirmed the action taken to extend such loans to those students who had applied for Military Service but who had been rejected. Also upon motion of Mr. Bryce, seconded by Mr. Neilly, the Board adopted the recommendation of the Bursar that the insurance requirement in connection with these loans be waived in view of the fact that the Insurance Company's application form contains the following clause:-

"If a borrower insured hereunder becomes actively engaged as a member of the military, naval or air forces of any country, any insurance hereunder on his life shall be deemed to have terminated on the date of becoming so engaged. Any premium paid to the Company under the assurance contract applied for hereby in respect of such borrower on account of any period after the date upon which he becomes actively engaged as a member of the military, naval or air forces of any country shall be refunded by the Company upon request."

Publishing of examination results of medical students in arrears of fees The Bursar presented a letter from Dr. Ryerson in reply to an enquiry as to what arrangements were being made for payment of fees owing by medical students other than those who were being granted loans, and informed the Board that although at the time of writing their examinations a considerable number of students were in arrears, totalling some \$8,000.00, their results had been published contrary to the regular practice. The Bursar further stated that in addition to this amount there would be the fees for the current Session to be provided, and that although he had written Dr. Ryerson as early as March 18 enquiring what arrangements were being made for the payment of these fees he had not received a reply until to-day, which outlined certain proposals for assistance to medical students by the Government. After discussing the matter at some length the President was instructed, upon motion of Mr. Bryce, to inform Dr.

Medical students arrears of fees (Cont'd) Ryerson that the results should not have been published without the approval of the Board first being obtained, and that in future he should realize the necessity of submitting for the approval of the Board whatever arrangements he might propose.

Amendment to regulation re Discipline The following resolution passed by the Caput in connection with the regulation on Discipline was read:-

"It was moved by Dean Gallie, seconded by Dean Mason, that the approval of the Board of Governors be sought for an amendment of the regulation regarding Discipline, which is numbered 26 in the Calendar of the Faculty of Arts, and of the corresponding regulations in the Calendars of the other Faculties, by the addition of the following words:

"The continuance of any student in attendance at a course

'The continuance of any student in attendance at a course in the University or the receipt by him of official certificates of standing or of graduation, is subject to such exercise of the disciplinary power of the Caput as may be necessary to enforce the regulations of the University and to maintain standards of personal conduct acceptable to the University. In the exercise of its disciplinary power, in the interest both of the University and of the student, the Caput will take into consideration the conduct of the student both inside and outside the University premises' and that if this amendment is approved by the Board of Gover-

and that if this amendment is approved by the Board of Governors it be incorporated in the Calendars of the various Faculties of the University. The motion carried."

Upon the recommendation of the President confirmation was given to the above amendment with the addition of the following words:-

"In all cases an appeal to the Board may be made".

Military Training regulations for 1942-43 deferred for consideration The regulations regarding Military Training for students for the Session 1942-43 were discussed in so far as the sections dealing with conscientious objectors were concerned, but the matter was deferred until the President could obtain further information from the Federated Colleges in connection with the same.

Leave of absence for military Camp to employees joining the Reserve Army A letter was presented from the Manager of the University Press transmitting a recommendation of the Printing and Publications Committee that any employee of the Press who is paid on an hourly basis be given two weeks' leave of absence with full pay in the event that he joins the Reserve Army of Canada and is required to spend two weeks at Military Camp during the Summer. As the Board felt that this was a matter affecting the whole University it was referred to the Finance Committee for consideration, and the Bursar was instruc-

Leave for Reserve Army Camp (Cont'd) ted to obtain from Mr. Burns and from the University Superintendent the number of persons under their supervision who were likely to be affected, the approximate amount of money involved, and against what appropriation or job the pay for this leave would be charged.

Transfer of Connaught Laboratories' securities to Toronto Branch of Canadian Bank of Commerce

The Bursar reported that in accordance with the instructions of the Board the securities held by the Connaught Laboratories, with the exception of certain investments held for the Laboratories Pension Fund, had been transferred to the Toronto Branch of the Canadian Bank of Commerce for safe-keeping and collection, with instructions that they be kept separate and distinct from the securities held on account of the Governors, and that the interest be credited to what is known as our "General Account" and shown as a separate credit on the Bank's credit notes.

Payment
of interest on
Province
of Alberta Bonds
held by
the Connaught
Laboratories

Among the securities thus transferred were some Province of Alberta Bonds. The coupons in connection with these bonds had not been cashed by the Laboratories owing to the fact that the interest had been reduced to 50% of the contract rates. The Bursar presented a circular from the Alberta Bondholders' Association referring to an Order-in-Council passed by the Province of Alberta setting out the reduced rates of interest payable and stating that if the coupons were not cashed within six years after their respective due dates the payment would be outlawed. After considering the matter the Board referred it to the Finance Committee.

War leave to Mr. J. A. Gair, Bursar's Office. The Bursar presented a letter from Mr. J. A. Gair, Accountant in his office, stating that he had been called out on active service as Training Officer with the Toronto Scottish Regiment, and requesting leave of absence from May 6 for the duration of the war, which was approved by the Board. He also reported the resignation of Miss Barbara Johnson and Miss Rose Mahood, Assistants in his office, and authority was given for the balance of the salaries of these two assistants for the present year 1941-42 to be used for the payment of substitutes.

Authority to use balance of salary of Assistants who have resigned in the Bursar's Office \$100,000 included in Government Estimates for 1942-43 re shortage The Bursar informed the Board that there had been included in the Government Estimates for 1942-43 the sum of \$100,000 on account of the accumulated shortage of \$616,940.54 as at June 30, 1941, and he was instructed to write and request payment of this amount to the University.

By-Law No.38 amending By-Law No.20 "Respecting the Bursar" In accordance with notice given in the Finance Com-

mittee's Report Number 143 -

It was moved by Mr. Ross, Seconded by Mr. LaBine, And Resolved -

That By-Law Number 38, to amend By-Law Number 20, "Respecting the Bursar", be passed as follows:-

BY-LAW NUMBER 38

To amend By-Law Number 20, "Respecting the Bursar".

BE IT ENACTED by the Governors of the University of

Toronto:THAT By-Law Number 20 be and is hereby amended by add-

ing the following paragraph to sub-section (9) thereof:"A special bank account shall be opened, against

"A special bank account shall be opened, against which only cheques for salaries and wages shall be drawn; such cheques to be of different design from those ordinarily issued by the University and to clearly indicate the bank account against which they are to be charged. No overdrafts shall be permitted in this account, and for further protection the Bursar shall from time to time make deposits limited in amount to the approximate sum required for the payment of salaries and wages. Two signatures are to be affixed to each cheque, and four persons in the Bursar's Office shall be authorized to sign such cheques (any two of them to sign), such signing officers to be bonded in the sum of Twenty-five Thousand Dollars (\$25,000) each."

Passed this twenty-third day of April, 1942.

(Sgd) D. Bruce Macdonald Chairman.

July 8.

Minutes confirmed.

may 14 6,1942

The meeting adjourned at 6:05 p.m.

Dendesoners

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, May 14th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald) Mr. Osler Dr. Anderson The Vice-Chairman Mr. Morrow Mr. Neilly Mr. Bryce The Chancellor The President
Mr. LaBine
Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Bruce Mr. Duncan Hon. Dr. Kelly Mr. Rogers

The minutes of the last meeting were read and

confirmed.

Arising out of the minutes the following matters

were dealt with: -

The Chairman read the following letter which he had sent to the Minister of Education in reply to his communication regarding the Wartime Bonus: -

"The Honourable Dr. Duncan McArthur, Minister of Education, Province of Ontario, Toronto.

My dear Dr. McArthur:
Your letter of the 9th instant, in acknowledgment of mine of the 8th, came to hand in due course and was read to the Board of Governors at their meeting on Thursday last.

You are quite correct when you state that I expressed the opinion that we could finance the Cost of Living Bonus from February 1st to June 30th, 1942, but you will agree that I stated that it would mean a possible deficit in the operations of our current financial year.

The real difficulty is presented by the year 1942-43. If we are to continue the Cost of Living Bonus on and after July 1st, 1942, we will not be able to do so without incurring a considerable expenditure over income. In my letter to you of April 7th in the last paragraph I stated:-

Chairman's letter to Minister of Education re Vartime Bonus

Chairman's letter to Minister of Education re Wartime Bonus (Cont'd) "The Board is anxious to be formally advised whether or not it is the wish of the Government that we now repudiate our undertaking to pay, on and after February 1st last, a Cost of Living Bonus to our junior staff members and the tradesmen ordinarily employed."

In your letter you make no reference to this.

Our Board is anxious to have a statement from the Government as to whether or not they wish us to repudiate our undertaking to the staff.

Yours faithfully,

(Sgd) D.Bruce Macdonald Chairman of the Board.

Instruction in Public Health to students of Ontario Veterinary College The President presented a letter from Mr. P. M. Dewan, Ontario Minister of Agriculture, recommending that consideration be given to the continuance of the instruction this year in the School of Hygiene to the students of the Ontario Veterinary College, and the President was requested to make a report on this matter for presentation to the Board.

Military Training regulations for 1942-43 The President also presented a letter from the Registrar transmitting certain recommendations of the Committee on Military Training for the Session 1942-43 and withdrawing the regulation which was discussed by the Board at the last meeting regarding the refusal of admission to the University of conscientious objectors. The principal change in the Committee's recommendations, which were adopted by the Board, was to require all male students to take military training who are 18 years of age or over on September 30, 1942. The upper age limit has thus been removed entirely and the lower age limit reduced from 20 to 18.

Action to be taken by Court of Discipline with students not complying with Military Training regulations

In this connection approval was also given to the following recommendations of the Court of Discipline regarding students who had failed to complete satisfactorily during 1941-42 the prescribed courses in military training:-

Officers' Training Battalion:

John Dougles Burns, Second Year Arts. Failed the military examinations written in December 1941, and was absent from both examinations in March 1942. Total number of hours trained this Session - 71.

John William Rudder Wilson, Third Year Applied Science. Failed first qualifying paper and was absent from the military examinations in March 1942. Total number of hours trained this Session - 58.

Both these men explained to the Court that they were forced to work during the Session in order to pay their fees, and that this employment interfered with attendance at parades.

The Court recommends that each be asked to withdraw from

the University at the end of the present Session.

Action to be taken by Court of Discipline with students not complying with Military Training regulations (Cont'd)

military examinations in December 1941 and March 1942. Total number of hours trained this Session - 64 (last attendance January 13, 1942)

January 13, 1942).

Hollenberg stated to the Court that in January he had applied for enlistment in the R.C.A.F., and being under the impression that he would be called up immediately he discontinued attendance at the parades of the Battalion. Later he was informed that his enlistment was postponed.

tinued attendance at the parades of the Battalion. Later he was informed that his enlistment was postponed.

The Court is of the opinion that Hollenberg was guilty of no more than an error of judgment, and consequently recommends that no disciplinary action be taken against him.

Training Centre Battalion:

Roger Lorenzo Lucien Rouleau, Third Year Medicine.
Attended only 25 hours of the total number of 75 required.
Rouleau stated to the Court that he had not been well during the Session and found it difficult to do both his academic and military work. He had been refused permission to write upon the annual examinations of the Third Year because of his unsatisfactory attendance at lectures.

The Court strongly recommends that Mr. Rouleau be asked to withdraw from the University immediately.

Arrangements for payment of fees in arrears by medical students The Bursar stated that in reply to his letter to Dr. Ryerson enquiring what arrangements were being made for payment of arrears of fees by medical students, Dr. Ryerson had recommended that the students in the Second, Third, Fourth and Fifth Years who are in arrears of fees be granted permission to continue in attendance pending the arrangements that will be made in the immediate future for the payment of these arrears through loans, for which the Department of Labour of the Dominion Government have agreed to provide the money. The Board approved of this recommendation.

Promise by Government of payments on account of accumulated shortage and Special Grant in June

The Bursar also reported that in reply to his application for payment of the \$100,000 included in the Government Estimates for 1942-1943 on account of the accumulated shortage, he had been advised in a letter from the Deputy Minister of Education that a cheque would be forwarded as early as possible in June. He further stated that Mr. Rogers had advised him by letter that \$300,000., approximately one-quarter of the Special Legislative Grant to the University for 1942-1943, would also be paid in June.

Decision re payment of Succession Duties from Eliza J.Robertson Bequest The Bursar again brought up the question of the payment of Succession Duties in connection with the Eliza J. Robertson bequest, and after a careful discussion of the matter it was decided, upon motion of Dr. Gibson, not to oppose, in view of all the circumstances,

Eliza J. Robertson Bequest (Cont'd) the position taken by the Trustees of the William E. Robertson Estate, that Succession Duties on the bequest to Mrs. Robertson are payable from the residue of her Estate and not out of her husband's Estate.

The Bursar was instructed to advise the University Solicitor accordingly.

Appoint-ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

· · ·
For 1941-42
Faculty of Arts:
Miss C. W. McNeill - Secretarial Assistant, Department
of Political Economy, for June \$ 80
School of Nursing:
Miss M. Dulmage - Instructor, Refresher Course on
Home Nursing 50
Mrs. F. E. Woodcock - Instructor in Massage 60
Department of University Extension and Publicity:
Correspondence Courses for Commercial Specialists:
Examiners for papers set for teachers, a fee of \$3.00 per
examination paper to be charged, and remuneration
for the following to be based upon the work done:
J. J. Bailey - Penmanship
W. Baird - Secretarial Practice, Shorthand
L. S. Beattie - Office Practice, Shorthand Methods
W. G. Bennett - Bookkeeping Methods, Accounting Methods
W. J. Brown - Business Correspondence and Fyling,
Theory of Economics, Money and Banking,
History of Commerce
H. G. Harvey - Accountancy, Bookkeeping T. W. Oates - Arithmetic of Investment, Business Arith-
metic. Business Law
Miss E.M.Rutledge - Typewriting Methods
H. Paul Sutton - Elementary Typewriting
Special Research:
Engineering:
E. L. Dodington - Research Assistant in Applied Physics,
for June \$50
Banting and Best Department of Medical Research:
Research Assistant:)
G. R. Macdougall) \$90 per mo.
Research Fellow:) 1 May, 1942, to 31 March, 1943
G. F. M. Smith) \$225 " "
Best Research:
W. S. Hoar - Temporary Research Assistant in Physiology,
l May to 15 September, 1942 \$130 per mo.

Other recommendations by the President were approve

as follows:-

Resignation of Miss Jane McKee That the resignation of Miss Jane McKee, Secretarial Assistant in the Department of Political Economy, be accepted as of May 15, 1942.

Arrangements for distribution of Dr. J. B. Bateman's salary in Banting and Best Department

That the salary of Dr. J. B. Bateman, Research Assistant in the Banting and Best Department of Medical Research, be at the rate of \$2,400 per annum from 1 April, 1942, to 31 March, 1943, \$1,600 of this amount to be paid from the Medical Research - Banting Fund and \$800 from the National Research Council grant of \$1,200 per annum to Dr. Bateman; the balance of \$400 to be available for apparatus.

Appointment of J.
Marshall
for
Teachers'
Classes
and payment to
Miss G.
Anderson

That Mr. James Marshall be appointed for special work for Teachers' Classes for May and June at a remuneration of \$300 for that period, in order to carry on the work formerly done by Miss Grace Anderson, Department of University Extension and Publicity, who resigned her position as of April 30th. Approval was also given to Mr. Dunlop's recommendation that Miss Anderson be paid her salary to the end of June.

Appropriation of \$1,000 for Courses in Personnel Management

That an appropriation of \$1,000 be granted for the Courses in Personnel Management in the Department of University Extension and Publicity, to commence in June, 1942. These courses have been requested by the Department of Labour which has undertaken to pay all the costs in connection with the same, but as the form of agreement has not yet been completed Mr. Dunlop has asked for the above amount in order that appointments may be made and cheques issued.

Transfers in appropriations That the following transfers in appropriations be granted:-

Women's Residences:

From "Furnishings and Sundry Renewals" - Whitney Hall
To "Furnishings" - Combined General Charges - \$300

Engineering Research:
From "Department of Chemical Engineering"
To "Department of Applied Physics" - \$50

Admission to Correspondence Courses of refugees in internment camps That upon motion of Dr. Gibson certain refugees in internment camps be allowed to take Correspondence Courses upon the following conditions:-

If they are admitted on the documents submitted with their applications, the fee per student for a correspondence course in any subject will be \$5.00.
 If they are not admitted to the University, and are allowed

2. If they are not admitted to the University, and are allowed to take correspondence courses as "occasional students" the fee for a correspondence course will be \$10.00 per student.

Permission for Arnfinn Brodersen, a Norwegian, to attend without payment of fees That Arnfinn Brodersen, a Norwegian living at Little Norway, who desires to enrol in the University next Session for work in Mathematics and Physics, be allowed to attend as an occasional student for 1942-43 without payment of fees.

University
Press employees to
join Hospitalization
Scheme

That employees of the University Press be permitted to join the Hospitalization Insurance Scheme, Mr. Burns reporting that at least 40% of them are interested which is the minimum required before the company will put the plan into effect. The financial arrangements are to be handled by the Press and the details of same to be submitted to the Bursar.

Special Course in Surveying for Officers of Department of Surveys, Kingston, Jamaica The Board confirmed the President's action in approving of the establishment of a Special Course in Surveying and allied subjects for Officers of the Department of Surveys, Kingston, Jamaica, for the duration of the war, as outlined in the material submitted by the Faculty of Applied Science and approved by the Senate, provided arrangements satisfactory to the Department of Civil Engineering: Surveying and Geodesy, can be made, and on condition that the course will be available only if three or more Officers are sent. The regular undergraduate fee was approved for this course.

Leave of absence to Prof.F.H. Underhill for 1942-43 on twothirds salary Upon motion of the President, seconded by Dr. Gibson, leave of absence on two-thirds salary was granted to Professor F.

H. Underhill for the Session 1942-43 in order that he may accept the Guggenheim Fellowship ewarded to him (following the precedents of the Department of History).

The following communications were presented and dealt with as follows:-

Statutes of Senate

From the Registrar transmitting Statutes of Senate Numbers -

1534 - Respecting the Calendar of the Faculty of Dentistry for the Session 1942-43.

1535 - Respecting the Calendar of the Faculty of Applied Science

and Engineering for the Session 1942-43. 1540 - Respecting the Calendar of the Faculty of Music for the Session 1942-43.

1549 - Respecting the Edward Blake Admission Scholarships.
1557 - Respecting the Curriculum of the Certificate Course in
Business for the Session 1942-43.

which Statutes having been severally read were approved.

Statutes of Senate -

Respecting Degree of Bachelor of Science in Nursing Also from the Registrar transmitting additional Statutes of Senate which were approved as follows:-

Number 1558 - Respecting the Degree of Bachelor of Science in Nursing the annual fee for each of the four years of the Course to be \$133.00 made up as follows:
Academic fee \$122.00 including Tuition - \$110

Library - 7

Exam. - 5

Respecting Degree of Doctor Juris Number 1559 - Respecting the Degree of Doctor Juris, the fees to be Registration - \$5.00
Library - 7.00
Tuition - 125.00
Examination - 25.00
Degree - 25.00

Ruling re admission of Japanese students to University From the Registrar asking for a ruling from the Board concerning Japanese students in British Columbia who desire to enrol in, or transfer to, the University of Toronto, and after carefully considering this matter the Board decided that it was not expedient for this University to accept such students for admission.

Dental Technicians' Training Course similar to one requested last year by Government From Dean Mason stating that at the request of the Canadian Dental Corps plans had been made to hold a Dental Technicians' Training Course from May 4 to September 18, 1942, for 60 enlisted men to prepare for service with the Dental Corps, and approval was given to such a course upon the same conditions as last year, it being understood that the Dominion Government would provide the sum of \$6,000 to cover the expenses.

Letter of appreciation from Prof.W.E. LeGros Clark re fees of daughter

From Professor W. E. LeGros Clark of Oxford University, father of Miss Joan LeGros Clark, whose fees were postponed by the Board until after the war, stating that any consideration that could be given in this connection would be much appreciated and that he would remit the necessary amount to cover his daughter's fees as soon as he was permitted to do so.

Letter from Principal Wallace re Federation scheme From Principal Wallace stating that the University College Committee on Federation was now ready to meet the Board of Governors' Committee and to lay before it proposals regarding the whole scheme of

Federation, and this was referred to the Standing Committee on University College Matters.

Grant to U. of T. Employees' Association for annual picnic

From the Secretary of the University of Toronto Employees' Association requesting a grant of \$50 towards the expenses of their annual picnic to be held at Centre Island on Saturday, July 4, and upon motion of Mr. Bryce, seconded by Mr. Morrow, this grant was approved.

Letter of appreciation from B.C.Alumni branch re Dean C.R. Young's visit

From the Executive of the British Columbia branch of the Alumni Federation conveying a message of thanks to President Cody and the Federation for sending them so able a representative as Dean C. R. Young to acquaint them with the present manifold activities of the University, especially the contribution which it is making towards the war effort.

Expression of gratitude from Mrs.McGregor Young re resolution

From Mrs. McGregor Young conveying on behalf of herself and children deep gratitude for the sympathy expressed in the resolution passed by the Board upon the death of her husband.

Audited reports re U. of T. Women's War Service Committee

From Mrs. Duncan B. Gillies transmitting as Treasurer the audited reports in connection with the operations of the University of Toronto Women's War Service Committee and its Sub-Committee, which the Board were very pleased to receive.

Ontario School Trustees' letter of thanks

From the Secretary of the Ontario School Trustees and Ratepayers Association expressing thanks for the use of Convocation Hall for a number of years during the Easter convention of their Association.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council: \$ 5,000.00

for Project A.M.1, Aviation Medical Research - Bazett, Banting and Best Department of Medical Research. for Project P.E.5, Oxygen Production, Physics - Burton-2,850.00 Wilhelm.

1,400.00 for Project C.E.42, Physics-Burton. 1,000.00

for Project C 1000-27, Chemistry-Gordon. for Project N.M.12, Bateman, Banting and Best Depart-300.00

ment of Medical Research.

Department of National Defence:

\$20,000.00 being balance of tuition fees and payment for residence accommodation, etc., for personnel of R.C.A.F. attending Radio Technicians' Course No.2. 2,000.00 for Project FE 16904 - C.W.517, Chemistry-Gordon.

Donations (Cont'd)

from the Union Gas Company to aid on some Geophysical
work in the Department of Physics, and to be credited to the Wenner Gren Geophysics Fund.

100.00 from Mrs. B. Kilbourn for credit of the William Emerson Wickett Scholarship in Applied Science.

100.00 from the Delta Phi Epsilon Scrority to cover the
award of their Bursary for 1942-43.

100.00 from the White Pine Bureau to cover this year's award
of their Scholarship in the Faculty of Forestry.

75.00 from Mr. A. L. Washburn, New Haven, Conn., for research
work in Geophysics, and to be credited to the Wenner
Gren Geophysics Fund.

Newton Wesley Rowell Fellowship in Law The President reported the offer of an anonymous donor to give the sum of \$500 a year for three years for a fellowship to be known as the "Newton Wesley Rowell Fellowship in Law" for graduate legal studies in the School of Law, in memory of the late Hon. N. W. Rowell, LL.D., former Chief Justice of Ontario, founder and first honorary president of the Law Club of the School of Law of the University of Toronto, and for many years a member of the Board of Governors. This offer was accepted with sincere thanks and appreciation, and the matter referred to the Council of the School of Law and to the Senate Committee on Scholarships for settlement of the academic details.

Current Expenditure The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on April 9, 1942, and the same was laid on the table. Also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the belance of the month of May and the first part of the month of June. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Donation of Margaret Eaton Library The Bursar informed the Board that he had received from the T. Eaton Company a list of the books which they had donated to the University when the Margaret Eaton School was incorporated in the School of Physical and Health Education. These books are in the building at Yonge and Gerrard Streets and in the School Residence at 99 St. George Street, and the T. Eaton Company is continuing the insurance on the books at the Yonge Street building until October 1, 1942. The Governors expressed sincere appreciation of this generous gift and of the action taken in connection with the insurance.

Resignation of Miss D. W. Haggart, Bursar's Office

The Bursar also presented a letter of resignation from Miss D. W. Haggart, a clerk in his office, effective May 30, 1942, and authority was given to use the balance of her salary for the year 1941-42 for the payment of a substitute.

Pensions Committee Report re Alex. Simpson, Department of Botany

The following report of the Pensions Committee was

read and adopted: -

"To the Board of Governors, University of Toronto.

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report that they have considered a request from Professor H. S. Jackson to have Alexander Simpson, Horticulturist in the Department of Botany, retired on pension, as he is unable to carry on his full duties on account of poor health. Simpson will be 65 years of age in August, 1942, but will not have completed 35 years of service until January, 1945. He has been examined by the University doctor who declares him to be totally and permanently disabled for further service.

Your Committee therefore recommends that Simpson be pensioned on the ground of disability as from 1 July, 1942, at a monthly pension of \$106.66.

Respectfully submitted,

(Sgd) C.E.Higginbottom M.A.Mackenzie A.D.LePan"

April 28, 1942.

Report No. 144 of the Finance Committee Report Number 144 of the Finance Committee was read

of the

Estimates S.A.C.

Leave of absence for Reserve Army Camp

as follows:-

"The Finance Committee begs to report to the Board of Governors: -

1. Your Committee took up for consideration the Estimates of the Students' Administrative Council for 1942-43, but this matter was deferred pending receipt of further information in connection with the same.

Your Committee has also considered the question referred to it regarding those employees of the University paid on an hourly basis being given two weeks' leave of absence with full pay in the event of their joining the Reserve Army of Canada and being required to spend two weeks at Military Camp during the Summer.

Your Committee begs to recommend that the Board approve of

the above arrangement on the following conditions:-

(a) That in the case of the employees of the University Press the amount involved be charged to the Operating expenses of the Press.

(b) That in the case of the employees under the Superintendent's supervision, the payment for this year be charged against 'Military Camp - Employees Leave', provided from 'Contingencies', and that the Superintendent be instructed to increase the hourly rates charged for work done, in order to provide sufficient funds for similar payments in the future.

Province of Alberta Bonds held by Connaught Laboratories

Conversion of certain bonds held for Banting Research Foundation

Chancellor's motion re capital moneys, and letter from Auditors

Payment re accumulated shortage

Proposed charge against student societies for col-lection of fees, and against O.C.E.,R.O.M., etc. for administration expenses

3. Among the securities of the Connaught Laboratories which were recently transferred to the custody of the Governors of the University, were \$5,000 4½% bonds of the Province of Alberta, due October 1st, 1956, together with \$135.00 represented by coupons detached from Province of Alberta bonds which matured in 1936 and 1937. According to an Order-in-Council passed in 1936 by the Province of Alberta the payment of interest on their provincial bonds was fixed at a reduction of 50% of the contract rates, with the proviso that if the coupons were not cashed within six years after

their respective due dates the payment would be outlawed.

Your Committee concurs in the recommendation of the Alberta Bondholders' Committee, as set out in a circular issued by it in March, 1942, that any coupons which would fall due within

the six-year period be cashed at the reduced rates.

Following the receipt of a letter from Mr. C. S. Macdonald, Chairman of the Banting Research Foundation, your Committee gave considerable thought to the question of converting high coupon bonds (selling at a high premium and maturing in a reasonably short time) into other issues bearing a lower interest rate. Your Committee is of the opinion that if the Banting Research Foundation has sufficient revenue for the present it would be advisable to consider making certain conversions which would considerably increase the capital of the Foundation.

Your Committee therefore is prepared to recommend the consideration of such conversions providing an assurance is obtained from the Foundation that their operations will not be af-

fected by the loss of such revenue.

5. Following the motion of the Chancellor, Sir William Mulock, made at the meeting of the Board held on April 23rd - 'That the Bursar submit to the Board a written statement showing the amount, if any, of capital moneys of the University expended in carrying on its work and during what years, and the respective amounts thereof' the Bursar presented a report which he had requested from the

Auditors and which your Committee begs to transmit herewith. In a letter dated December 11, 1941, from Mr. C. S.

Walters, Controller of Finances and Deputy Provincial Treasurer,

the following paragraph appears:'I have to inform you that it is the intention of the Government to have placed in the Estimates for the fiscal year which begins on April 1, 1942, an amount representing your accumulated deficits, which, at the 30th of June, 1941, amounted to \$616,940.54.

Provision has been made in this year's Government Estimates for

payment of \$100,000 in this connection.

Your Committee also considered the question of making a nominal charge against the various student societies for the collection of their fees by the University, and also against the Ontario College of Education, the Royal Ontario Museum, and the National Research Council, for administration expenses. The Bursar was requested to investigate the cost of the same and present a recommendation regarding a possible percentage to be charged. It was decided to exclude the National Research Council, as the work in connection with this is to be considered as a contribution by the University to the war effort. It was suggested that a meeting be held with representatives of the various societies, etc., in order to discuss the proposed charge.

All of which is respectfully submitted.

> (Sgd) Geo. H. Ross, Chairman"

May 1st, 1942.

Upon motion of Mr. Ross, seconded by Mr. Morrow, the report was adopted on the understanding that the arrangements outlined in Clause 2 thereof regarding employees' leave for the Reserve Army Camp are to be for this year only.

Finance Committee Report No. 145

Also upon motion of Mr. Ross, seconded by Mr.

Morrow, Report Number 145 of the Finance Committee was adopted as follows:-

"The Finance Committee begs to report to the Board of

Students' Administrative Council Estimates, 1942-43

Ontario College of Education Estimates, 1942-43

Governors: Your Committee again took up for consideration the Es-1. timates of the Students' Administrative Council for 1942-43 which were deferred at the meeting of May 1st pending the receipt of further information, and now begs to recommend the approval of these Estimates to the Board; the inclusion of provision for the wartime bonus to be subject to the bonus being paid to the Univer-

sity staff for 1942-43.

2. The Estimates of the Ontario College of Education for 1942-43 were presented and considered by your Committee, and in view of the fact that they have been approved by the Minister of Education, your Committee, for record purposes only, now recommends them to the Board for approval.

All of which is respectfully submitted.

(Sgd) Geo. H. Ross Chairman"

May 13th, 1942.

W.K.Kellogg Foundation donation for loans to students in Medicine and Dentistry

The President informed the Board that the W. K. Kellogg Foundation of Battle Creek, Michigan, had made a generous donation to the University of \$10,000 each (U.S. funds) to the Faculties of Medicine and Dentistry to be used for loans to students, and

It was moved by Mr. Bryce, Seconded by Dr. Gibson,

And unanimously carried -That the sincere thanks of the Board of Governors of the University of Toronto be given to the W. K. Kellogg Foundation of Battle Creek, Michigan, for its timely, helpful and generous donation of \$10,000 each to our Faculties of Medicine and Dentistry, to assist able but needy students to enter these Faculties and prepare themselves to take their professional part in the great struggle now being waged throughout the world for freedom, justice and international good faith. These munificent gifts we are using as loan funds, so that the benefit conferred on the original recipients of help may be passed on to others in the future. We feel also that they are more than material aids; they are signs and pledges of good will and good neighbourhood between our nations - comrades and allies in a great cause.

Loans to students from Department of Labour

The President also stated that the Department of Labour at Ottawa was assisting in this connection by granting loans to students in Medicine, Dentistry and Engineering, and paying expenses in accelerating courses due to the war, and

It was moved by Mr. Neilly, Seconded by Mr. Ross, And carried unanimously -

That the hearty thanks of the Board of Governors of the University of Toronto be sent to the Honourable Humphrey Mitchell, Minister of Labour, and the officials of his department, for their timely and generous help extended to students in Medicine, Dentistry and Engineering, whereby they may be enabled to fit themselves as speedily as possible for service in the Armed

Loans to students from Department of Labour (Cont'd) Forces or in Industry. The loans to students and the payment of the extra expenses in accelerating courses will be of great assistance to the Universities and their members in times of financial pressure. This University will be glad to administer the loan fund with carefulness and discrimination, in accordance with the well-tried methods by which loan funds in other faculties are administered.

Meeting
of the
Finance
Committee
to consider the
University
Estimates

A meeting of the Finance Committee was arranged for Wednesday, May 20th, to consider the University Estimates for 1942-1943. A representative turnout was requested and it was decided to adjourn to Hart House for dinner and continue the business of the meeting thereafter.

Judeted my

The meeting adjourned at 6:10 p.m.

Minutes confirmed.

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Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, May 28th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Mr. Bryce
Mr. Morrow

Mr. Neilly
Hon. Dr. Kelly
Mr. Duncan
Dr. Anderson
Hon. Dr. Ferguson
Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. LaBine Mr. Rogers

The minutes of the last meeting were read and con-

Agreement with Department of Labour re Courses in Personnel Administration firmed.

Arising out of the minutes consideration was given to the conditions outlined in an agreement between the Department of Labour and the University of Toronto, as transmitted with a letter of May 27 to the President from Mr. Dunlop, in connection with the Courses in Personnel Administration which the Department of Labour is financing, and upon the President's recommendation approval was given to the signing of this agreement on behalf of the Governors.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For 1941-42

Faculty of Dentistry:

Miss E. Bradley

- Assistant in the Library for June *1,100 per an.

Special Research:
Engineering (Department of Civil Engineering: Municipal and Structural):
E. B. Trickey
E. T. Williams

- Assistant in the Library for June *1,100 per an.

*1,10

Other recommendations by the President were ap-

proved as follows:-

Resignations That the following resignations be accepted:-

From Mr. L. E. Hayman, Instructor in Games at the University of Toronto Schools, as he has enlisted in the Royal Canadian Air Force, his salary for the months of May and June to be paid in full.

From Mr. J. Tuba, Fellow in Bio-Chemistry, effective 31 May, 1942.

Leaves of absence

That leaves of absence be granted as follows:-

To Mr. A. Gordon Burns, Manager of the University Press, as from May for the duration of the war in connection with his Army duties; and that Mr. W. S. Wallace supervise the Publications Department, and Mr. W. J. Dunlop the Printing and Finance, and that Mr. Dunlop and Miss E. M. Walker be authorized to sign cheques, during the absence of Mr. Burns.

To Miss Hilda Reid, Assistant Librarian in the Faculty of Dentistry, from May 26 for the duration of the war as she has been asked to report at Ottawa for service essential to the war effort, this leave being granted on the understanding that it involves merely the right for Miss Reid to be taken back on the staff and that there will be no question of pension contributions on her behalf until her return.

Continuation of Mr. Gilley as Acting Warden, Hart House That Mr. J. R. Gilley be continued as Acting Warden of Hart House until the Board takes other order, in view of Mr. Bickersteth's leave of absence for the duration of the war in connection with his British Army appointment.

Additional payments to Professors Infeld and Stevenson

That additional allowances be paid out of the balance remaining in Professor Synge's salary to the following members of the staff of the Department of Applied Mathematics for extra work done during the absence of Professor Synge this year:-

Professor A. F. C. Stevenson - \$100.00 Professor Leopold Infeld - \$150.00

Additional payment to Professor E.H.Craigie, Zoology

That an additional sum of \$150 be paid to Professor E. H. Craigie of the Department of Zoology for extra work done during last Summer for the students taking the Course in Biological and Medical Sciences.

75.00

Salary payments to Mr.Macdoneld and Miss Parkes,Students' Administrative Council That the payment to Mr. E. A. Macdonald, Secretary-Treasurer of the Students' Administrative Council, at the rate of \$600 per annum begin as from May 1, 1942, for the duration of his leave of absence on war service, and that this amount be paid directly from the Bursar's Office out of the funds of the Council; also that payments to Miss A. E. M. Parkes be increased from May 1 to the additional rate of salary in the new budget of the Council for 1942-43 previously authorized by the Board.

That the following additional appropriations and transfers be granted:-

Additional appropriations

Transfers in appropriations

Additional appropriations:

Engineering Research:

From "Printing Bulletins, etc."

"Department of Chemical Engineering"

University Press:

"Wages"	\$8,000.00
Applied Science Faculty General Expenses:	
"Stationery and Printing, Calendar, Office	100.00
Supplies and Incidentals"	182.00
Institute of Child Study:	
"Maintenance and Supply" (to be taken from	300.00
the general funds of the Institute)	300.00
Transfers:	
Applied Science Faculty General Expenses:	
From "Messenger Service and Clerical Assistance" \$125	
"Furniture, Fixtures, Books, etc." 28	
To "Stationery and Printing, Calendar, Office	
Supplies and Incidentals" -	153.00
School of Nursing:	
From the increase in receipts and the unused	
balance in "Salaries" account	
To "Special Teaching" \$1,200	
"Office Supplies" 200	
"Residence Maintenance - Wages, Food,	
Laundry, Miscellaneous" 1,800	
"Superintendent's Account" 500	3,700.00
these arrangements to be contingent upon the	
fees and dues being paid in full by June 30th.	

Communications were presented and dealt with as

follows: -

To

Port Hope Lots From Mr. A. Mark, Town Clerk of Port Hope, stating that a Mrs.

T. Milco would like to purchase or rent Lot No. 4 in Port Hope owned by the University and located at the corner of Elgin Street and the Base Line (Dorset Street), and in accordance with a valuation obtained by Dr. Gibson from the Manager of the Head Office of the Royal Bank, through their Port Hope branch, the Board instructed the Bursar to quote a price of \$500 for this particular piece of land.

Leaside Engineering Company dividends re Wallberg Bequest From the Secretary of the Leaside Engineering Company stating that there was a balance of \$22,971 in the Profit and Loss Account, most of which was available for declaring dividends in connection with the Wallberg Bequest, of which Augustana College was entitled to one-quarter share and the University to the remainder. The Bursar was instructed to inform the Company that the Board desired to have a dividend paid to the University at this time, which according to their letter would take the form of Dominion of Canada bonds.

Heparin account incurred by Department of Surgery from the Connaught Laboratories From Mr. F. L. Hutchison, Assistant Director of the Connaught Laboratories, stating that the Department of Surgery had become indebted to the Laboratories for the sum of \$4,531.60 for quantities of Solution of Heparin, and asking what they may expect in the matter of settlement of this account.

Upon motion of Mr. Ross, Seconded by Dr. Gibson, It was Resolved -

That the Connaught Laboratories be advised that after giving consideration to this matter the Board request that in view of all the circumstances the Laboratories forgive this account and waive payment of the same, thus releasing the Department of Surgery from the obligation incurred by it in good faith.

Additional amount for University Press vote re U. of T. Quarterly

From the Manager of the University Press stating that the Printing and Publications Committee had agreed that the amount of \$100 in the appropriation for "Payment to Contributors to the University of Toronto Quarterly" be increased to \$400., and the Board approved of the same.

Total cost of tensometer in Metallurgical Engineering to be charged to Wallberg Bequest From Dean Young stating that in connection with the Tensometer purchased by the Department of Metallurgical Engineering, the Company supplying the instrument had quoted a price of \$770.00 but had not taken into account marine insurance, war insurance, etc., which brought the total cost to \$803.50. Instead of making a transfer within the departmental appropriations to take care of the extra amount, as requested by Dean Young, the Board, upon the President's recommendation, ordered that the total cost of the instrument, viz: \$803.50, be charged against the Wallberg Bequest instead of the \$500 previously allocated from this fund when the purchase was authorized by the Board in December last.

Rockefeller Foundation Grant for continuation of Nutrition Research in School of Hygiene From the Secretary of the Rockefeller Foundation, New York, advising that their Executive Committee had authorized an appropriation up to \$14,000 (Canadian funds) as a further contribution towards the research work in Nutrition under Dr. E. W. McHenry of the School of Hygiene during the three years beginning July 1, 1942; not more than \$3,500 to be available in any one year for salaries of research assistants, and up to \$3,500 during the period of the grant for supplies and contingencies. This grant was accepted with extreme pleasure and with an expression of thanks and appreciation for the valuable assistance which the Foundation is continually rendering in connection with the work of the University.

Donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Resea	irch Council:
\$ 2,325.00	for Project A.M.2 for Aviation Research in Psychology
	under Dr. Chant.
700.00	for a new project in the Department of Physics to be called "Radioactive and Mass Spectrometric Research - Burton-Keevil".
	for Project N.M.5 in Banting and Best Department of Medical Research under Dr. Best.
	for Project 9-2 under Dr. Cleghorn in the Department of Medicine.
Department of	National Defence - Army:
\$ 500.00	for Project FE 16904 CW 510 in Bio-Chemistry under
	Professor Young.
500.00	for Project FE 16904 CW 503 in Banting and Best Depart-
	ment of Medical Research under Dr. Lucas.
Miscellaneous:	
	in U.S. funds from the W. K. Kellogg Foundation of Battle Creek, Michigan, the proceeds from which are to be used for loans to students in the Faculty of Dentistry.
175.00	the value of a piece of apparatus which the North American Cyanamid Company has donated to the Depart-

Finance Committee Report No. 146 Report Number 146 of the Finance Committee was read, and upon motion of Mr. Ross, seconded by Mr. Duncen, was approved as follows:-

"The Finance Committee begs to report to the Board of Governors:-

ment of Mining Engineering.

Burroughs Bookkeeping Machine in Bursar's Office Governors:1. Your Committee took up for consideration additional information which had been obtained in connection with Bookkeeping Machines. The Bursar informed the Committee that he had visited several establishments in the city where bookkeeping machines had been installed, and had also obtained the views of people familiar with such equipment, and as a result of the enquiries which he had made concerning the various types of machines, he was of the opinion that the Burroughs Machine was the one best adapted for the requirements of the Bursar's Office.

Finance Committee Report (Cont'd)

1942-43

purchase of one Burroughs Bookkeeping Machine at \$2,390.00, together with the necessary stationery and housing equipment at \$600.00, an approximate total of \$2,990.00. Your Committee has instructed the Bursar to obtain

further information regarding the possible installation of a machine which could be adapted to the issuing of receipts in the

Consideration of Estimates

payment of fees.

2. Your Committee also considered at length the University
Estimates for the year 1942-43, and intends to continue its consideration of the same, after which a final report will be made to the Board.

All of which is respectfully submitted.

Your Committee recommends that the Board authorize the

(Sgd) Geo. H.Ross Chairman".

\$ 6.76

May 20th, 1942.

Report Number 220 of the Property Committee was

read, and upon motion of Dr. Gibson, seconded by Mr. Bryce, was approved as follows:-

Coal Tenders 1942-43

Property Committee

Report No. 220

> Your Committee has considered the tenders received for the supply of coal required by the University for the year 1942-43 and the Superintendent's report thereon, and concurs in the Superintendent's recommendations that the following tenders for approximate quantities and varieties of coal be accepted:-

> > Amount Kind of Coal Price per ton del'd Firm Canadian Funds, subject to Dominion Government orders

(A) BITUMINOUS NUT AND SLACK Lucerne Nut Great Lakes Coal and Slack 15,000 tons Company Limited 15,000 tons and Slack This is the lowest price submitted for coal in

this classification.
(B) BITUMINOUS COAL FOR SMALL STOKERS \$ 6.50 Canada Coal Limited 460 tons Alice This is the lowest price submitted for coal in

this classification. The Superintendent has never burned this coal but feels it should be

satisfactory.
(c) BITUMINOUS RUN OF MINE Great Lakes Coal

1,700 tons Lucerne Company Limited

This is the lowest price submitted for coal in this classification.

(D) ANTHRACITE AND CANNEL COAL Loose Bagged P. Burns & Co. Ltd.
P. Burns & Co. Ltd.
P. Burns & Co. Ltd. 200 tons Graves 25 tons Egg 110 tons Nut \$13.75 Grate \$13.75 Egg 13.75 13.75 P. Burns & Co. Ltd. 20 tons Cannel 13.00 10.55 Halliday Bros. Ltd. 750 tons Buckwheat 9.95 These prices are the lowest or as low as any submitted for coal that we consider satisfactory.
(F) ANTHRACITE COAL (David Dunlap Observatory) \$10.70 Halliday Bros. Ltd. 50 tons Buckwheat \$10.10

The prices quoted are in Canadian funds, but are subject to any order or ruling of the Dominion Government or any agency thereof, which will affect the cost of this coal.

This is the lowest tender submitted.

Coal Tenders (Cont'd)

Appointment of Miss E.J. Henry

Proposed University College Men's Residence

Wycliffe College ground rent

Victoria College ground rent Lot 67

Amount to be set aside for rehabilitation of Men's Residences

In some cases, depending on the weather, these tonnages, particularly for the Central Plant, may have to be varied slightly. Any additional tonnage will be purchased, either when the market is most favourable, or from some other sources, to enable the Superintendent to test different coals.

Your Committee concurs in the Superintendent's recommendation that Miss E. J. Henry be appointed a clerk in his office at \$850.00 per year from July 1st, 1942, to fill a vacancy caused by resignation. This salary is provided for in the Estimates for 1942-43.

Your Committee has read the letter from Principal Wallace 3. in connection with the proposed University College Men's Residence, in connection with the proposed University College Men's Residence, in which he sets out certain recommendations of the Council of University College against the building of the residence on the Hoskin Avenue site previously recommended by your Committee, and transmits some suggestions for the plans of the building, etc. The letter from Mr. T. A. Reed, Secretary of the University Athletic Association, was also noted by your Committee, in which it is stated that the Association has been unable to obtain tennis-playing facilities for the students of University College.

After reviewing this whole matter again your Committee re-

After reviewing this whole matter again your Committee re-

served the subject for further consideration.

4. Your Committee again took up for consideration the request of Wycliffe College for a reduction in the ground rent now paid by them, and recommends that this matter also be deferred.

5. The question of the ground rent owing by Victoria College in connection with Lot 67 (Emmanuel College site) was again considered by your Committee, who can only confirm its previous decision that no reduction be made in the annual rental now being payable by Victoria for this lot.

6. Your Committee considered a recommendation of the Superintendent that \$20,000., being part of the amount received from the

Dominion Government during the present year for the use of the University Men's Residences by personnel of the Royal Canadian Air Force attending the Radio Technicians' Courses, be set aside for rehabilitation purposes.
Your Committee recommends that action in this matter be

deferred until June when more accurate information can be obtained as

to what funds will be available.

All of which is respectfully submitted.

(Sgd) John J. Gibson, Chairman"

May 26th, 1942.

The meeting adjourned at 5 p. m.

Minutes confirmed.

Acrelia illements Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hell, on Thursday, June 11th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)

The Vice-Chairman

The Chancellor

The President

Mr. Morrow

Mr. Neilly

Mr. Ross

Hon. Dr. Kelly

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. LaBine Dr. Anderson Mr. Rogers

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the Bursar reported the receipt from the Leaside Engineering Company Limited of the sum of \$14,117.64, representing the University's share of the recent dividend distribution in connection with the Wallberg Bequest, this amount being made up as follows:-

Dominion of Canada 3% Bonds, due October 1, 1952, @ 992 - \$13,930.00 Accrued interest to June 1, 1952 - 70.00 117.64

Total - \$14,117.64

Appointments

Leaside Engineer-

ing Company dividend

payment

re Wallberg

Bequest

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Department of University Extension and Publicity: Fass Course for Teachers, Summer Session 1942:

Instructors:		\$420
V. W. Bladen	- First Year Economics	\$42U
	- First Year English	420
J. H. Creighton		
J. G. Andison	- First and Third Year French	420
	- First and Second Year French	420
D V Hicks	- First and become real French	120

Appoint-	Department of University Extension and Publicity (Cont'd)	
ments	Pass Course for Teachers, Summer Session 1942 (cont a).	
(Cont'd)	Instructors: R. M. Saunders - First Year History	\$420
	H S M Coreter - First Year Mathematics	420
	K S Rernhardt - First Year Psychology	420 420
	H. A. Logan - Second Year Economics	420
	Dr. Florence Smith - Second Year English Dr. Griffith Taylor- Second Year Geography	420
	Miss M. Brookstone - Second Year Geography	250
	Name to be supplied	
	if class material- izes - Second Year German	420
		210
	D. J. McDougall) Second Year History R. G. Riddell	210
	Name to be supplied	
	if class material- izes - Second Year Latin	420
	H. R. MacCallum - Second Year Philosophy	420
	J. D. Ketchum - Third Year Psychology	420
	J. J. Rae	420 150
	H. A. Bewick) Chemistry W. Banton)	20
	R. R. Langford - Zoology	420
	Morley Neal - Zoology (Laboratory Assistant)	150
	Laboratory Attend-	
	ant (name to be - supplied) - Zoology	50
	bupperou, — ——————————————————————————————————	\$7,760
	Courses in Pedagogy:	
	Instructors: J. G. Althouse) Seignes of Education	350
	F. W. Minkler Science of Education	280
	John A. Long) Educational Psychology	350
	A. Macdonald	350 350
	C. E. Phillips - History of Education A. C. Lewis) Favorational Administration	280
	R. W. B. Jackson Educational Administration	280
		\$2,240
	Physics: G. P. Crombie - Research Assistant in Geophysic	s)
	G. P. Crombie - Research Assistant in Geophysic for June, 1942	\$116)
		time bonus)
Additional	The following additional appropriation	ns in the
appropria- tions in	Office Expenses of the Department of University Extension an	d Publicity
University Extension	were granted upon the recommendation of the President:-	
Department	"Stationery, Printing, Postage, Supplies and Incidentals"	- \$500
	"Extra Clerical Assistance"	- \$250
	Communications were presented and dea	lt with as
	Communitation of the proportion and add	10 112011 42
	follows:-	
Statutes of Senate	From the Registrar transmitting Statutes of Senate N	umbers -
or benate	1532 - Respecting the Calendar of the Faculty of Arts for	the Session
	1942-43 1541 - Respecting the Calendar of the School of Graduate S	tudies for
	the Session 1942-43	
	1550 - Respecting the White Pine Bureau Scholarship 1560 - Respecting the Newton Wesley Rowell Fellowship in L	aw

These Statutes, having been severally read, were approved.

New application forms for admission

In connection with the Calendars for the coming Session the Board expressed pleasure with the new application forms for admission presented by the Bursar, which had been prepared by him in collaboration with the Registrar.

Application for admission from K. L. Levy, a released internee

Also from the Registrar enclosing an application for admission to the University from Kurt Leopold Levy, a released internee sponsored by Professor H. Wasteneys, who wished to enrol in the First Year Honour Course in Modern Languages. This matter was referred to the President for further information and recommendation.

Extension of leave of absence to Dr. H. C. Bazett by Univerity of Pennsylvania From Dr. A. N. Richards, Faculty of Medicine, University of Pennsylvania, stating that in compliance with President Cody's request authority had been given to continue the leave of absence of Professor H. C. Bazett for a further period of six months beginning July 1st, 1942, in order to enable him to remain in the Banting and Best Department of Medical Research to help in the war effort of the National Research Council and of the University of Toronto. The Board were pleased to learn of this action on the part of the University of Pennsylvania.

Change in conditions of sward of the Reg. N. Boxer Scholarship in the University Schools

From Dr. A. C. Lewis, Headmaster of the University Schools, stating that the Minister of Education had approved of a suggested change in the Reg. N. Boxer Scholarship in the Junior School whereby, in view of the discontinuance of Grades 7 and 8 this scholarship would now be awarded to a student in Grade 9 or 10, and the value of the scholarship, which is the income derived from the fund, would be considered as paying the fees (\$75) of such student in full. Approval was given to this alteration provided the consent of the donor is obtained.

Letter of appreciation re Professor Griffith Taylor From Group Captain A. L. Paxton expressing appreciation of the valuable assistance given by Professor Griffith Taylor in supplying lecture notes, etc., for studies in Geography for the Air Observers at No.1 Training Command, Toronto.

Letter of thanks from U.of T.Employees' Association From the Secretary of the University of Toronto Employees' Association thanking the Board for the generous grant of \$50 towards the expenses of their annual picnic.

Donations -

The following denations were reported and were ac-

cepted with thanks and appreciation: -

National Research Council:

\$\frac{1}{41,775.00}\$ for Navy War Project - Burton-Pitt in the Department of \$1,775.00 Physics.

for study of stream insects in Algonquin Park - Fish Culture - Ide, Department of Zoology. 400.00

Miscellaneous:

\$\frac{\psi \cdot \c Technical Classes Nos. 2 and 3.

Navy Technical Classes Nos. 2 and 3. (U.S. funds) from the Geological Society of America, being first monthly payment of \$2,500 to Dr. N. B.
Keevil, Department of Physics, for research work, and
to be called "Geological Society Grant - Physics-Keevil".
from Professor Leopold Infeld of the Department of Applied
Mathematics, to be used for the purchase of scientific 300.00

150.00 books or towards the expenses connected with the research activities of that department.

Royal Ontario Museum Trustees

Dr. H. J. Cody, the Hon. G. Howard Ferguson, and Mr. F. Gordon Osler, were re-appointed as Trustees of the Royal Ontario Museum for three years from July 1st, 1942.

Appeal of R.Rouleau, Third Year Medicine, against decision that he should withdraw from the University

The President informed the Board of correspondence which he had received from Mr. F. R. Rouleau, Third Year Medical student, appealing against the decision of the Court of Discipline that he be asked to withdraw from the University because of his failure to comply with the regulations concerning Military Training; also from the Ontario Minister of Mines, the Hon. Robert Laurier, requesting that every favourable consideration be given to Mr. Rouleau's case. This matter was again discussed but the Board could not see their way to make any change in the decision already given.

Application to Provincial Government for certain lots to be added to University Forest

The Bursar reported the receipt of a letter signed by Dean Cosens and Professor T. W. Dwight of the Faculty of Forestry, stating that a block of vacant Crown land, comprising about 1,700 acres, in the vicinity of the University Forest, was examined in some detail this Spring and appeared to be a desirable section to be added to the present holdings. Upon motion of Mr. Morrow, the Board approved of the Dean's recommendation that an application be made to the Department of Lands and Forests to have this area, comprising the following lots in the Township of Stanhope, added to the area of the University Forest:-

> Concessions XI - Lots 5-9 XII - Lots 5-9 XIII - Lots 5-9 - Lots 5-9

Valuation to be placed on University Forest

The Board approved of the Bursar's suggestion, which was confirmed by Dean Cosens, that for bookkeeping records the valuation to be placed on the University Forest be the cost of purchasing the right, title and interest of the firm of Mickle, Dyment & Son Limited in the land and timber in the Township of Sherborne, near Dorset, viz: \$3,278.50.

Agreement with Department of Labour re Student Aid Upon motion of Dr. Gibson, seconded by Mr. Ross, authority was given to sign the form of agreement, as presented by the President, with the Department of Labour in connection with Student Aid at the University; and in this connection a letter was read from Mr. R. F. Thompson, Supervisor of Training, Department of Labour, conveying on behalf of the Minister thanks and appreciation for the resolution of the Board regarding financial assistance to be given.

Current Expenditure The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on May 14th, and the same was leid on the table. Also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the balance of the month of June and the first part of the month of July. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000.00) be issued to the Bursar.

Report No. 147 of the Finance Committee Upon motion of Mr. Ross, seconded by Mr. Neilly, the following report Number 147 of the Finance Committee was presented and adopted, and it was resolved -

istimates 1942-43 That the Board hereby approves of the Estimates for the fiscal year ending 30th June, 1943, as now submitted by the Finance Committee, as follows:-

Expenditure Of which chargeable to Special Funds Chargeable to general revenue Estimated available general revenue Difference to be provided Estimated Wartime Bonus in 1942-43	\$3,115,846 146,778 2,969,068 2,862,000 \$ 107,068 100,000 \$207,068
The following items should be deducted from the University Estimates: Royal Ontario Museum Special Grant to Toronto Conservatory of Music Bursaries City Taxes on non-educational property Workers' Educational Association	\$ 81,000 11,000 7,500 7,500 2,000 \$109,000

Report Number 147 of the Finance Committee

The Finance Committee begs to report to the Board of Gover-

Interest on funds

1. Your Committee has considered the matter of interest to be allowed on the following funds and begs to recommend that the rate of 31% fixed by the Board for the year 1940-41 be continued for 1941nors:-

> Insulin Committee Surplus Connaught Laboratories Research Fund Medical Research - Banting Medical Research - Best Eaton Endowment

Banting Research Founda-

Your Committee further recommends that the present interest rate of 2% being allowed on sundry uninvested balances be continued.

2. The Secretary of the Banting Research Foundation having advised the Bursar that the Trustees of the Foundation agree to the exchange of \$100,000 of Canadian Northern Railway 6 Bonds, due 1st July, 1946, for Dominion of Canada 3% Bonds, due March 1st, 1954, it is now recommended that this conversion be made and that the Bursar be authorized to complete the transcention. sar be authorized to complete the transaction.

Investment of available funds

tion Investments

> 3. Your Committee recommends that should funds become available for investment during the Summer recess, the Chairman of the Finance Committee and the Bursar be authorized to invest the same, preferably in Dominion of Canada or Province of Ontario Bonds.

Estimates 1942-43

4. After most careful scrutiny and consideration your Committee presents for final consideration by the Board, the Estimates of the University for the fiscal year 1942-43 as transmitted herewith.

No provision has been made for the payment of any Wartime Bonus on the basis of the schedule defined by the Federal Enactment.

All of which is respectfully submitted.

> (Sgd) George H. Ross Chairman

June 8th, 1942.

Notice re presentation of Connaught Laboratories Report

Mr. Neilly gave notice that he would present at the next regular meeting of the Board the annual report of the Connaught Laboratories Committee, and the Board decided to set aside time for consideration of the same.

The meeting adjourned at 5:40 p. m.

Minutes confirmed.

Claubleauleauch Chairman

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, June 25th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The President
Hon. Dr. Kelly
Dr. Anderson

Mr. Morrow Mr. Neilly Hon. Dr. Ferguson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Gibson Mr. Ross Mr. LaBine Mr. Duncan Mr. Rogers

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

The Chairman reported that on June 16th the following deputation from the Board waited upon the Prime Minister, Dr. Duncan McArthur, Minister of Education, and Mr. C. S. Walters, Controller of Finances and Deputy Treasurer:-

The Chairman
The President
Dr. Gibson
Mr. Neilly

Mr. Duncan Mr. Bryce The Bursar as Secretary

Copies of the University Estimates for 1942-43 were handed to the Prime Minister, Dr. McArthur and Mr. Walters, and the Chairman read a brief which he had prepared and which stated that every care had been taken to arrive at the minimum of expenditure. This brief also emphasized the difficulties under which the University is operating, particularly the delay in receiving Government grants for the Ontario College of

Conference with members of the Government in connection with University finances Conference with members of the Government Cont'd) Education and the Royal Ontario Museum which made it necessary for the University to finance these institutions from its own funds in the meantime, and the decrease in the Government's annual grant to the University from \$1,382,000 to the amount for the present year of \$1,050,000.

After discussing the whole matter at length the Prime Minister, Dr. McArthur and Mr. Walters all agreed that the University should proceed with the Estimates as presented, and that the \$207,068 required (including \$100,000 for the Wartime Bonus) should be and would be provided.

Correspondence between the Chairman and Minister of Education re University Estimates The Chairman then read the following letter which he had sent to the Minister of Education, together with the Minister's reply thereto:-

"The Honourable Dr. Duncan McArthur, Minister of Education, Parliament Buildings, Toronto, 5.

My dear Dr. McArthur:-

You will understand that I must make a report to the Board at our next meeting as the result of our interview with the Prime Minister and yourself regarding the University Estimates for 1942-43. My understanding is that as a result of our conference this afternoon the Estimates, as showing an amount of \$207,068.00 to be provided, in addition to the regular grants and University revenue, are approved.

If I am correct in this understanding I will be glad to receive your confirmation.

With kind regards, Yours faithfully,

June 16th, 1942.

(Sgd) D. Bruce Macdonald, Chairman of the Board."

"Rev. D. Bruce Macdonald, M.A., LL.D., Chairman, Board of Governors, University of Toronto, Toronto.

Dear Dr. Macdonald: -

I wish to acknowledge receipt of your letter

of June 16th.

It is my understanding that the conference in the Prime Minister's office on Tuesday last resulted in agreement on the following points:-

1. That the Government would undertake to initiate discussions between representatives of the University and of the Federated Colleges with a view to obtaining an agreement providing for a more equitable distribution of the cost of instruction of stud-

ents registered in the Federated Colleges;

2. That in the event of the failure of such discussions to reach a satisfactory agreement, the Government would present to the House of Assembly legislation designed to correct the inequalities in the present method of paying for the cost of instruction of students registered in the Federated Colleges;

3. That no statutory provision requires the approval by the Government of the annual estimates of the University of Toronto.

Correspondence re Estimates (Cont'd)

By reason of this condition, the Government does not wish to take any action at the present time which may be construed as guaranteeing the payment of an amount which is in excess of the appropriation provided by the Legislature.

Yours very truly,

June 18th, 1942.

(Sgd) D. M. McArthur"

In view of the fact that it would be necessary to give instructions to the Bursar in connection with the Estimates, the Board felt that they should be proceeded with, and the Chairman stated that he would endeavour to obtain what information he could in the matter.

Order-in-Council covering borrowing powers of Board

The Bursar reported the receipt of the following Order-in-Council in connection with the borrowing powers of the Board, dated June 15, 1942:-

"Upon the recommendation of the Honourable the Minister of Education, the Committee of Council advise that the total sum that may be borrowed for the year 1942 by the Board of Governors of the University of Toronto and remaining unpaid at any one time pursuant to paragraph (u) of Section 31 of The University of Toronto Act, R.S. 1937, Chapter 372, be increased from Two Hundred and Fifty Thousand Dollars (\$250,000.00) to Five Hundred Thousand Dollars (\$500,000.00).

(Sgd) C. F. Bulmer, Clerk, Executive Council"

Connaught Laboratories Annual Report

In accordance with notice given by Mr. Neilly, the Annual Report of the Connaught Laboratories covering the fiscal year ended 31 March, 1942, was presented and approved as follows:-

"To the Board of Governors, University of Toronto.

The Balance Sheet and Earnings Statement, certified by the Auditors, and accompanied by a brief progress or operating statement prepared and contributed by the Director, constitute the Annual Report of the Connaught Laboratories for the fiscal period

ended March 31 last.
As previously stated, it is the purpose of Connaught As previously stated, it is the purpose of connaught Laboratories to so adjust the prices of their products that an operating margin, equivalent to 10% of their sales value, will result. Heretofore, the margin finally realized has fallen sometimes below and sometimes above, but in general it has closely adhered to the stated objective, but for the period now under review the maximum set has been exceeded by a considerable margin.

Until a year ago, the method of computing unit costs was not wholly satisfactory, and, in pricing inventory items, reliance was to some extent placed upon arbitrary figures. This necessitated our applying a safety factor.

This year's operating margin then not only includes the result of the past year's operations, but reflects, in part, an accumulated surplus from undervaluing inventory in the previous year.

Early in 1941, we were fortunate in obtaining from Clarkson, Gordon, Dilworth & Nash, the services of Mr. Lazier, who is their senior man on unit cost accounting. He revised the system then in use and reviewed it at the conclusion of the period under

review. We believe the system as finally adopted is for all practical purposes correct, and this year's inventory is priced in accordance with this revised system of computing costs.

However, having made due allowance for that portion of the margin derived from accumulation in the previous year, it was felt that our business was in such shape that prices could be reduced, and they were reduced on a basis that, if sales in volume this year equal those of last year, our margin will be reduced by an amount of at least

\$50,000.00, and by perhaps as much as \$75,000.00.

As the Director's report discloses, we have made, and continue to make, a worthwhile contribution to Canada's war effort, and the contribution made by the Director and his Staff cannot be adequa-

tely or even decently described at this time.

All that can be said is that they are giving their 'all out' best effort twenty-four hours per day and seven days per week.

Our relationship with the various Government agencies continues upon a reasonably satisfactory basis. Unfortunately, beyond short stated periods, they cannot give a firm undertaking for their future requirements. Under these circumstances we are morally bound to stock standard and war products in large quantity. When hostilities cease we will undoubtedly find our stock greatly in excess of normal requirements and losses must be anticipated and the necessary provision made in our accounts. Some may contend that we have set up reserves in excess of any probable necessity. All we can say is that the present amount so provided is our best guess, and if it should turn out that we have made undue provision, no great harm

will result.

It has been found necessary to make certain capital expenditures to take care of increased production but they have been modest and to a great extent planned to ease us over the wartime

period.

We have now been requested to add equipment for drying blood serum, equivalent to about twice our present capacity, and this will necessitate additional floor space that cannot be made available upon any temporary basis. We must build either at the Farm or at the University section. If it is at the Farm, extending the concentration building will cost, including the necessary equipment, say \$35,000.00 to \$40,000.00. If a new wing is to be built on the College Street building, it may easily require twice that amount.

In either case we would provide more room than that speci-

In either case we would provide more room than that specifically required for the blood work, and it has been intimated that a substantial part of the necessary cost would be provided by the

Dominion Government.

During the past two years, Connaught Laboratories have made more progress than is generally appreciated, and the organization seems destined to take first rank in world institutions of this kind. Barring something unforeseen, the Board of Governors is greatly indebted to the brilliant work of our Director and his Staff.

For the generous support at all times extended to the Connaught Laboratories by the Board of Governors, we would express and

record our warm thanks.

Signed on behalf of the

June 9, 1942.

CONNAUGHT LABORATORIES COMMITTEE Balmer Neilly, Chairman.

I would now Move, Seconded by the Vice-Chairman, Mr. Morrow, that the report of the Connaught Laboratories Committee for the fiscal year ended March 31 last, be approved, ratified and confirmed, and, secondly, that the Connaught Laboratories Committee be authorized to provide such additional building space and equipment as they in their judgment consider necessary, it being understood, of course, that the cost of such additional facilities shall be defrayed from the funds of the Connaught Laboratories.

Moved by (Sgd) Balmer Neilly, Chairman Seconded by (Sgd) F. K. Morrow, Vice-Chairman Laboratorles Annual Report (Cont'd)

Progress of the work of the Connaught Laboratories Session 1941-42.

In June of lest year, a brief resume was presented of the developments in the work of the Connaught Laboratories, particularly as they related to the war. During the past 12 months, the work of each section of the Laboratories has continued to expand so that new peaks have been reached in the number and volume of products distributed, in the number of personnel employed, and in receipts and expenditures. The Laboratories have continued to serve the armed forces of Canada and to collaborate with government departments in prob-lems related to the protection of the health of troops. To anticipate possible emergencies, large reserves of essential vaccines and serums and of insulin and other glandular extracts have been established. An extensive program of research relating to specific measures for the control of communicable diseases, the study of nutritional and other deficiency diseases, investigations in the rapidly expanding field of chemotherapy, and problems of industrial and environmental hygiene has been carried forward, though with some degree of curtailment owing to the enlistment of members in the armed forces and the necessity that more time be devoted to the preparation of products. There were 50 research studies in progress during this Session and 43 scientific papers were published. These are presented in Volume XIII of the Collected Studies of the Connaught Laboratories, which will be published shortly. Since detailed reference is made in the Director's report to the President of all studies, mention is made here only to research studies relating to the war.

Highly important progress has been made in the preparation of a vaccine for the prevention of typhus fever. It is not necessary to stress the menace which this disease constitutes in the world to-day. In 1918, in Serbia alone, over 600,000 deaths occurred from this disease. Its ravages have frequently followed famine and it has been one of the great pestilential diseases. Prior to this war, efforts to prepare an effective preventive vaccine had been unavailing but as a result of intensive studies on this continent, there is reason to believe that a solution to this problem is being obtained. The value of the vaccine must, of course, be determined by field trials and adequate reports will not be available for some months. This study has been aided by a grant from the National Research Council of Canada. It is not possible at this time to speak in greater detail of the importance of the results already obtained and of the progress of this work.

Cholera, an epidemic disease the danger of which is known to all familiar with medical history, is the subject of intensive study in the Western Division of the Connaught Laboratories in the University of British Columbia. Preparation of quantities of cholera vaccine is being carried forward in the laboratories here. This vac-

cine was not previously prepared in Canada.

The menace, also of dysentery of the bacillary type is fully appreciated by the medical authorities of the armed forces. In the treatment of one of the bacillary types of dysentery (Shiga), serum treatment has been found of value. This serum is prepared by immunizing horses. When this serum was required, it was found that appreciated by the medical authorities are the serum is prepared by immunizing horses. When this serum was required, it was found that supplies were practically non-existent on this continent. A highly potent and concentrated serum has been prepared in the laboratories and, with the assistance of the National Research Council of Canada, efforts are being made to obtain a preparation which might be of

value in the prevention of this disease.

In this war as in the last, the danger of infection of wounds with the micro-organism causing lockjaw (tetanus) has been fully appreciated. In the last war, dependence was placed on the use of tetanus antitoxin, a serum obtained by immunizing horses. In this war, a new product is being employed known as tetanus toxoid, a product similar in nature to diphtheria toxoid which has been so efficacious in preventing diphtheria. Because of the limited trial

of this new product, it has been considered wise by the medical authorities of the armed forces that tetanus antitoxin should be used until satisfactory data relating to the protective power of the new product has been obtained. For that reason very large quantities of tetanus antitoxin have been prepared in the Connaught Laboratories which may or may not be required for the armed forces, since the value of tetanus toxoid is being very rapidly established. Tetanus toxoid confers a more permanent protection and possesses other advantages.

One of the most important contributions made by the laboratories during the past two years has been the development of a combined preventive treatment for typhoid and paratyphoid fevers and for tetanus through the use of a vaccine the respective immunizing agents have been combined. This product is popularly designated in the army as 'T.A.B.T.' It was adopted for use in the armed forces of Canada more than a year ago. The advantages of the use of T.A.B.T. have now been fully demonstrated by its extensive use.

In bombed areas and in many of the fields of war, the danger of gangrene from the infection of wounds with gas-producing bacteria has been recognized. Fortunately, the incidence of such rapidly spreading forms of gangrene, as reported so far, has been low. In treating such serious infections, serums have been employed with some measure of success. The preparation of these serums has been carried forward satisfactorily and reasonable quantities of the three most common forms have been prepared. Small quantities have been required, so far, for army use. Recent studies have indicated that the use of sulphonamides may be of value in the treatment of these forms of gas gangrene either alone or combined with the use of serum. These serums are seldom required in Canada and their preparation has required intensive work and considerable financial outlay. In this field, a study of wound infections has been conducted in co-operation with Toronto hospitals and the work has been assisted by a grant from the National Research Council of Canada. Publication of the findings has attracted attention and practical results have already been recorded.

Mention should be made of the continued work in the study of influenza. Before an effective preventive agent can be developed, more complete knowledge of this disease, particularly from the standpoint of the type of the causative virus present, is essential. To that end, study has been made of cases occurring in the armed forces through the co-operation of the Department of National Defence and in the civilian population in several cities during last winter. Arrangements are being made for field trials of a vaccine prepared from several types of virus. Every effort is being made to establish facilities for furthering an intensive investigation if an epidemic should occur during this winter. It will be recalled that it was during the fourth year of the last war that

the devastating pandemic of influenza occurred. Reference should be made to the important contribution which the Connaught Laboratories are making in the preparation and drying of normal human serum for the treatment of patients suffering from shock following injuries or accidents. This work, initiated by Dr. C. H. Best at the commencement of the war, has become a very large undertaking. It will be recalled that in January 1941, the work was transferred to the Connaught Laboratories. In July 1941, blood donations were received from branches of the Canadian Red Cross Society located in Toronto, Hamilton and Ottawa, and in that month a total of 3,046 donations were received. In May 1942, the number of branches forwarding whole blood to the Laboratories numbered 17 and from three other centres the Laboratories received pooled serum. Donations during the month of May amounted to 13,313. The personnel at present is approximately 40. Approximately 5,000 sq. ft. of laboratory space is at present being used apart from the space required for stores, etc. During the year, the work of drying serum was transferred to the Farm Section and extensive alterations made to accommodate this undertaking. A highly efficient unit has been developed and has capacity for drying over 16,000 donations of blood per month. During this year, the Laboratories will have prepared approximately 30,000 bottles of dried serum. It must be remembered that much more is involved in the process than the drying, namely, the preparation of the serum including

filtration through bacteriological filters and a most rigid system of testing.

The Connaught Laboratories have recently been asked by the Department of Pensions and National Health to take immediate steps to double the present capacity of the blood-drying equipment. Recommendations are being made to the Connaught Laboratories Committee for the necessary building construction and purchase of equipment. It should be remembered that in this national effort to make available adequate supplies of dried human serum, the Canadian Red Cross Society is obtaining the donations of blood, the Department of Pensions and National Health is supplying the funds to the Connaught Laboratories for the purchase of the necessary equipment and supplies and the payment of personnel, and the Connaught Laboratories are providing the scientific and managerial direction as well as providing the accommodation and laboratory services. A very substantial financial contribution is represented in the work and services contributed by the Connaught Laboratories. It should be remembered also that the methods of preparing and drying the blood serum are the subject of intensive study and important improvements in procedure are being effected.

In the preparation and distribution of the biological products supplied by the Connaught Laboratories, the number and volume of products has reached the highest point in the history of the Laboratories. To the list of products which last year numbered 34 there have been added dysentery serum (Shiga), cholera vaccine, and the several gas-gangrene serums, making a total of 40. During the year, there has been a 25 per cent increase in the total number of packages of products distributed; the total number distributed was 1,337,058 packages. The total number of containers filled each day has averaged 10,000. This greatly increased distribution is, of course, reflected in the financial statements for the year. Such an increase in the number and volume of products has occasioned almost continuous personnel problems, and has occasioned alterations and additions to the laboratory facilities, including the purchase of much new

During the year, almost half of the technical and substaff have been replaced. A large number have enlisted or have been called for service. In August 1939, the staff totalled 252, and in March 1942, 364. Three of our senior members, Dr. N. E. McKinnon, Dr. M. H. Brown, and Dr. D. L. MacLean, are serving with the armed forces, and Dr. Hugh Barrett is attached for special service.

Alterations of laboratories, new construction and maintenance of services have been carried forward with the valued assistance of the Superintendent of the University and his staff. During the past two years, these developments occasioned an expenditure of an amount of approximately \$150,000 and involved changes in the School of Hygiene building, and in various buildings of the Farm Sections.

It is anticipated that increasing difficulties will be met in conducting the work of the Laboratories, particularly in the preparation and distribution of products. There have been further increases in prices of raw materials and supplies and many materials are being obtained with difficulty. It is gratifying that the increased volume of products distributed has made it possible to effect further reductions in the price of Insulin, tetanus antitoxin, small-pox vaccine, and pertussis vaccine. Appreciation of these reductions in price has been conveyed to the Laboratories by the provincial medical officers of health. This action will, in their opinion, result in a further extension of the public services which provincial de-

partments of health are rendering.

The Western Division of the Connaught Laboratories has reported further progress in the research studies which are being conducted under the direction of Dr. C. E. Dolman. The wisdom of establishing the Western Division is being continuously demonstrated by the growing interest in its work, and, in turn, in the work of the Connaught Laboratories. It is significant that within five years of the establishing of the Western Division, approval was given by the University of British Columbia to the establishing of an institute of preventive medicine in which the Connaught Laboratories would have accommodation.

In addition to the important changes in the administrative staff of the Laboratories recorded in the report of last year, Dr. E. W. McHenry has been appointed Assistant Director, assuming the responsibilities in the Laboratories of Dr. Charles H. Best. It is pleasing that Dr. Best is continuing his relationship with the Connaught Laboratories as an Honorary Consultant. Mr. W. P. Gerald, B.Com., who was Assistant Accountant, has been appointed Secretary of the Laboratories and Mr. E. M. Harbour, C.A., has been appointed Accountant. During this year, Dr. Raymond G. Parker, well known in the field of virus studies, was appointed to the staff. Dr. Parker was for nine years a member of the staff of the Rockefeller Institute for Medical Research.

I wish to express, on behalf of my colleagues and myself, appreciation of the assistance and co-operation of the Connaught Laboratories Committee of the Board of Governors and very especially the Chairman of the Committee, Mr. Balmer Neilly, for his advice and counsel. I wish to thank the Chairman for arranging a visit of the members of the Board of Governors to the Laboratories and affording us the privilege of presenting some aspects of the work of the Con-

naught Laboratories.

(Sgd) R. D. Defries, M.D. Director.

June 9th, 1942.

The Secretary was directed to convey to Mr. Neilly and to the Connaught Laboratories Committee the congratulations of the Board upon the splendid results being achieved by them, and he was also instructed to send to each member of the Board a copy of Dr. Defries' report.

Admission of Kurt L. Levy, released internee, to Faculty of Arts The President reported that he had enquired into the case of Mr. Kurt Leopold Levy, a released internee, which had been referred to him for further information, and upon his recommendation the Board approved of the application of Mr. Levy for admission to the First Year of the Honour Course in Modern Languages in the Faculty of Arts.

Appointments and promotions The following promotions and appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Promotions from 1 July, 1942

Faculty of Arts:				
L. Infeld	- Associate Professor, Applied Mathematics	\$2,900	per	an.
H. A. Thompson	- Associate Professor, Archae-			
	ology	4,000	11	11
M. A. Peacock	- Professor, Mineralogy	4,400	11	77
Physics:	,	ĺ		
H. J. C. Ireton	- Professor	4,000	11	11
J. O. Wilhelm	1	3,600	11	11
A. Pitt	Associate Professors	3,200		11
	,	5,200		
Psychology:				
K. S. Bernhardt	- Associate Professor	3,000	11	")
	plus, for duration of war,	400	11	"")
J. D. Ketchum	- Associate Professor	3,200	11	11)
3 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	plus, for duration of war,	100	11	11
	prat, for daration of war,			

Promotions from 1 July, 1942 (Cont'd)

Faculty of Applied Science J. A. Newcombe	- Professor, Metallurgical Engin	- 44 000		
Faculty of Dentistry:	eering	\$4,000	per	an.
S. S. Crouch	- Associate Professor, Orthodontics	600	11	11
Ontario College of Educat J. A. Long	<u>ion:</u> - Professor of Educational Resea:	rch		
20.16	and Director of Department	4,600	11	11
B. C. Diltz W. G. Bennett	- Professor of English & History - Professor of Commercial Sub-	4,450	11	17
W. G. Dennett	jects	4,700	11	17
Appoir	tments from 1 July, 1942			
Faculty of Arts:				
D. Putnam	- Assistant Professor, Geography	\$2,300	11	**
V. J. Okulitch	- " " Geology " Mathematics	2,100	11	77
Miss C. C. Krieger	- " Mathematics	2,200	11	**
R. Richmond	\	2,400	**	11
H. L. Welsh	Assistant Professors, Physics	2,400	**	11
Faculty of Medicine:				
W. E. Gallie	- Dean of the Faculty	1,000	79	77
Miss T. W. MacLaren		without		
S. J. N. Magwood	- Associate, Obstetrics and			
S. V. III Magneou	Gynaecology	250	per	an.
W. R. F. Luke	- Associate, Ophthalmology	200	11	11
R. E. Haist	- Assistant Professor, Physiol-			
11. 11. 11.	ogy	without	sala	ary
Miss J. C. Burk	- Autopsy Technician, Pathology	960	per	an.
School of Hygiene:	, co		_	
Physiological Hygiene:				
D. Y. Solandt	- Acting Head of Department	2,000	11	11
K. Roseblade	- Technical Assistant	1,500	11	11
Epidemiology and Biomet	trics:			
K. Kerns	- Secretary of Department and			
	Office Assistant in School	1,250	11	11
Miss S. R. McCausland	i- Laboratory Assistant	960	11	11
J. Craigie	- Secretary of the School	750	11	11
Miss M. Mingay	- Secretary in Physiological			
	Hygiene and in Nutrition	1,100	11	**
Faculty of Applied Scien	ce and Engineering:			
V. L. Henderson	- Assistant Professor, Applied			
2	Physics	2,150	11	11
D. D. Panabaker	- Assistant Professor, Mechan-			
	ical Engineering	2,600	11	11
Miss M. P. Carter	- Office Assistant and Stenograp	her		
	in Metallurgical Engineering	,		
	and Stenographer (part time)	ın	11	11
	Secretary's Office	900	11	11
Miss E. Singleton	- Assistant) Secretary's	1,050		11
Miss G. E. Simpson	- Stenographer) Office	1,000		
Photographic Service:	Dhatamanhan	1,150	11	11
F. Stark	- Second Assistant Photographer	850	11	11
Mrs. M. Todd	- Photographic Assistant	800	11	11
G. Carter	- Junior Assistant	300		
Faculty of Dentistry:	Door of the Ferniter	without	sel	arv
A. D. A. Mason	- Dean of the Faculty	WICHOUT	11	
T. Cowling	- Assistant Dean - Associate in Dentistry	\$415		
J. G. Perkin	- ASSOCIATE IN DEHILISOTY	#110	P-1	
	raining - Men: - Assistant Director of Physical	1		
M. G. Griffiths	Education for Men	\$3,600	11	11
	raining - Women:	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
	- Assistant Director of Physical	1		
Miss J. M. Forster	Education for Women	1,200	11	17
	Education for Homon	, , , ,		

University Health Service: - Assistant Director in charge of \$3 \$3,000 per an. Women Department of University Extension and Publicity: J. Marshall Miss L. B. Alexander - Assistant - Assistant 1,900 1,250 Ontario College of Education: M. D. Parmenter - Le - Lecturer in Psychology 3,000 University of Toronto Schools: C. T. Sharpe - Instru

- Instructor (to be paid by Department of

\$3,100 per an.

For the Session 1942-43

- Instructor

W. B. MacMurray

Education)

FOT CII	e dession 1345-10	
Library:		
Miss B. Saunders)		\$1,200
Miss J. Woodcock	Assistants	1,200
Miss M. Harding		1,200
Athletics and Physical Tra	ining - Men:	
W. H. Martin -	Gymnasium Instructor and Supervisor	
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	of Compulsory Physical Training	2,700
J. E. McCutcheon -	Gymnasium Instructor and Supervisor	
	of Intramural Activities	2,600
W. W. Winterburn -	Swimming Instructor	2,600
C. Zwygard -	Gymnasium Instructor	1,100
W. Rimmer -	Chief Locker and Attendance Clerk	2,100
Miss K. Bovd -	Clerical Assistant	900
Athletics and Physical Tra	ining - Women:	
Miss D. N. R. Jackson)	Instructors in Physical	1,000
Miss E. S. Naylor)	Education	1,000
	Clerical Assistant and Pianist	400
Miss A. E. M. Parkes -	SecTreas., Women's Athletic	
	Directorate	350
Miss W. Baxter -	Swimming Instructor for Women	1,200
University Health Service:		
Women:		3 500
	Assistant	1,500
11200 111 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Office Assistant	1,200
MI D. III. DI LOCAL	Nurse	1,000
Men:	A contract to the contract to	1 500
	Assistant	1,500 1,200
E. J. Jeffrey	Ot - 66 Dharisians	1,200
K. E. Ferrie	Staff Physicians	1,200
F. Van V. Snell)	· Consultant Surgeon	200
	· Office Assistant	1,500
	· Nurse	1,000
Faculty of Arts:	· Nulse	2,000
Anthropology:		
R. F. Fortune	Lecturer	2,000
	Special Lecturer without	
Applied Mathematics:	Spootat Bookatot	
	Lecturer	2,250
Miss E. Sims	7-11	500
F. E. Deloume	Fellows	500
Astronomy:		
Dr. Helen S. Hogg -	Lecturer and Research Associate	1,200
Miss R.J.Northcott -	Computer	1,400
Miss E. M. Fuller -	Secretary-Librarian	1,400
G. F. Longworth -	Observer	1,550
W. S. Armstrong -	Summer Assistant (July and August)	\$150 per
		month

For the Session 1942-43 (Cont'd)

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Botany:

A. J. V. Lehmann
D. H. Hamly
M. W. Bannan
N. W. Radforth
Miss D. F. Forward
Miss M. B. Givens
Miss C. B. Ross
N. F. Cain
L. Van Cleemput
Miss L. Alward
Miss R. Hobberlin
Miss K. L. Hull
D. S. Hull
R. Lynn
W. R. Watson

D. B. Hillary

Hecturers

Technical Assistants

Curator and Demonstrator
Head Gardener
Clerical Assistants

Clerical Assistants

Librarian and Teaching Assistant
R. Lynn
Stock Keeper and Technician
Senior Demonstrator (Oct. 1 to
May 31) (Cancelled)

Assistant

Demonstrator
Faculty of Arts (Cont'd):
                                                                                                                                                            $2,100
                                                                                                                                                              1,800
                                                                                                                                                              1,700
                                                                                                                                                              1,600
                                                                                                                                                              1,800
                                                                                                                                                              1,800
                                                                                                                                                              2,000
                                                                                                                                                              1,400
                                                                                                                                                             1,400
                                                                                                                                                            800
720
         May 31) (Cancelled) 800

Mrs. B. B. Hillary - Assistant 720

A. R. Gopalayengar - Demonstrator 1,440

L. Laking Class Assistants, 560

R. G. Atkinson Cot. 1 to May 31 560

J. J. Miller 50

D. MacLeod 50

W. M. C. Chilton - Assistant Gardener) paid from Botanic 960

Mrs. B. B. Hillary - Assistant, 2 mos. ) Garden vote 180

Special Research: C. D. McKeen 5

J. J. Miller 7

A. R. A. Taylor 1 Research Assistants for July, 175

A. R. A. Taylor 1 August and September 150

L. Laking 1 175

Mrs. B. B. Hillary - Assistant, 2 mos. 180
                Mrs. B. B. Hillary- Assistant, 2 mos.
                                                                                                                                                                    180
     Chemistry:
                                                                                                                                                           2,400
           J. J. Rae - Lecturer

Mrs. P. M. Marrian - Lecturer in Micro-Analysis

J. M. Grosheintz - Research Associate in Organic
           J. J. Rae
                                                                                                                                                             2,040
                                                                    Chemistry Research
           D. Edson
                                                          - Technician in Organic Chemistry
                                                                 Research
           D. Murden

E. Chadwick

Mrs. C. McCallum

D. Murden

Laboratory Attendants

Laboratory Attendant (part time)

S.60 " "
           (total-250)
        Chinese Studies:
            E. H. Johnson ) Research Assistants without salary " "
       Fine Art:
P. Haworth
Miss R. Home
Mrs. Isabelle H.Whitley - Secretary-Librarian

- 700

- 700

- 700

- 700

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800

- 800
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Faculty of Arts (Cont'd):
  Geography:
   Miss M. Brookstone - Instructor
                                                                 $1,200
  Geology:
    W. W. Moorhouse
                                                                  1,800
                          - Lecturer
    Class Assistants:
                          250
250
                                                                     250
    H. W. Little
E. J. W. Irish
                                         W. N. Ingham
                         250 R. A. C. Brown 250
- Laboratory Attendant (part time) 700)
    W. Ballantyne
                                                       $18.50 per wk.
                          ) Instructors,
                                                                    100
    E. S. Moore
    V. J. Okulitch
                        ) Summer Survey Camp $50 and expenses
  History:
                                                                   1,500
    G. G. Coulton
L. M. Gelber
                         - Special Lecturer
                        - Lecturer
                                                                   1,800
                         - Lecturer and Tutor
    R. G. Riddell
                         - Secretarial Assistant
                                                                     900
    Miss F. C. Hahn
  Italian and Spanish:
                                                                  1,500
    T. B. Barclay
N. H. Tayler
                          Instructors
                                                                  1,500
  Law:
                         - Lecturer in Law
- Lecturer in the Law of Industrial
                                                                  1,900
    B. Laskin
    H. G. Fox
                                                     without salary
                             Property
  Mathematics:
    D. B. DeLury
                                                                   2,000
                           Lecturers
                                                                   2,000
    Miss M.E.G. Waddell
                                                                     700
    W. J. R. Crosby
                             Fellows
    B. Noonan
                                                                     700
    W. P. Fleming
L. S. Sinclair
                                                                     300
                           Fellows (part time)
  Military Studies:
    Brig.-Gen. G.S.Cartwright - Special Lecturer, (Sept.28
                                  to May 29
                          - Assistant (Sept. 1 to June 30)
                                                                 1,100
    W. A. Baughurst
  Mineralogy:
                                                                   1,500
    V. B. Meen
                          - Lecturer
                                                                   400
    S. Kaiman
                         ' Assistants
    E. W. Nuffield
                                                                    400
    W. Wightman
                         - Laboratory Attendant (9 mos.)
  Physics:
    A. D. Misener
                          - Lecturer and Demonstrator
                                                                   1,800
    Mrs. D. Elson
                                                                   1,500
                           Demonstrators
    E. H. Dexter
    Mrs. M. Rotenberg
                                                                     500
    Mrs. A. A. Misener
                                                                     700
                            Assistant Demonstrators
    Mrs. L. Morrison
                                                                    550
    Mrs. A. Thomson
                                                                    800
    Miss N. K. Reed
                          - Librarian and Clerical Assistant
                                                                   1,300
    B. Clark
                          - Mechanician
                                                                   2,500
    J. Ward
                                                                   2,100
    G. T. Woodward
                          ) Assistant Mechanicians
                                                                   2,100
    F. M. Shepherd
                                                                   1,900
    A. Owen
                                                                   1,700
    R. H. Chappell
                                                                   3,000
                         - Glassblower
    P. Blackman
                         - Laboratory and Lecture Assistant
                                                                   1,800
    L. T. Newman
                         - Research Associate (12 mos.)
- Research Assistant (4 mos.)
                                                                   1,100
    J. H. L. Watson
                                                                  1,085
    N. B. Keevil
                         - Research Associate in Geophysics,
                             (12 mos.)
                                                                 3,600
    G. P. Crombie
                         - Research Assistant in Geophysics,
                            (8\frac{1}{2} \text{ mos.})
                                                           $116 per mo.
  Political Economy:
    J. A. Cook
                                                                   3,300
    C. B. Macpherson
                          ) Lecturers
                                              (on leave without salary)
    R. E. V. Anderson )
                                                                   1,500
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Faculty of Arts (Cont'd):
  Political Economy (Cont'd):
S. D. Clark - Le
J. G. Perold - In:
R. H. Coats - Sp
K. Helleiner - Le
                       - Lecturer in Sociology
                                                                                    $2,100
1,500
1,500
                                 - Instructor
                                - Special Lecturer
                                                                                     1,800
     K. Helleiner
                                 - Lecturer
                                                                                        250
     Miss J. R. Burnet
     W. Main
N. Ward
                                                                                        250
                                 Assistants
                                                                                        250
                                                                                        250
     A. A. Shea
W. F. Doucet
Miss C. McNeill
                                                                                        250
                                                                                     1,000
                                 - Clerical Assistant
  Psychology:
                                                                                     1,300
1,200
     Miss M. D. Salter
Miss M. L. Northway ) Lecturers (12 mos.)
     E. S. W. Belyea
G. W. Anderson
                                                                                      1,200
                                 - Instructor (8 mos.)
                                                                                        100
                                    Special Lecturers
                                                                                        300
     Miss D.A.Millichamp
                                                                                        500
     Mrs. Magda B. Arnold
                                                                                        400
     Miss N. Bailey
                                    Class Assistants (8 mos.)
     J. C. Jaynes
R. J. R. Bell
F. Y. S. Tseng
                                                                                        300
                                                                                        300
                                                                                        200
     Miss H. Jones
                                     Readers
     Miss M. Beaton
                                                                                        150
     E. Kapos
                                                                                     1,150
     Miss D. D. Hearn
Miss G. Evans
Miss G. Bransby
                                    Laboratory Attendants (12 mos.)
                                                                                        400
                                                                                      1,100
                                   Clerical Assistant
   Zoology:
                                                                                         900
     R. R. Langford - Lecturer
Miss V. E. Engelbert )
Miss R. D. C. Martin ) Demonstrators
                                                                                        800
                                                                                        800
                                                                                         800
      J. G. Aldous
                                                                                      1,000
     S. Clare
                                                                                      1,500
      A. Quantrill
                                      Technical Assistants
                                                                                      1,000
      T. H. Stovell
     Mrs. A. H. Shortt
A. Prince
                                                                                         800
                                                                                         900
                                  - Chief Laboratory Attendant
                                  - Laboratory Attendant and Stores
      W. Smith
                                                                                      1,000
                                      Assistant
      Miss R. Jenkins - Acting Secretary
Miss E. Caesar - Stenographer and Librarian
Miss M. Marriott - Secretarial Assistant (West
                                                                                      1,200
                                                                                      1,050
720
                                - Secretarial Assistant (West Wing)
 University College:
   English:
                                                                                      2,000
      C. T. Bissell
                                 - Lecturer
   French:
                                                                                      2,350 2,000
      Miss A. C. Cole
      J. A. Houpert
Miss I.G.Balthazard ) Lecturers
                                                                                      1,800
                                                                                      1,800
      Miss M. MacDonald
                                                                                      2,000
      G. L. Assie
   German:
                                                                                      2,100
                                  - Lecturer
      M. Joos
   W. J. McAndrew - Registrar
Miss E. H. McAndrew - Registrar's Assistant
Miss M. E. Blackburn - Secretary in Registrar's Office
Women's Residences:
                                                                                       1,000
                                                                                       1,050
                                                                                       1,400
                                                                              $1,500 with
                                 - Dietitian
      Miss V. R. Murphy
                                                                  living valued at $200
                                                                             $1,000 with
                                  - Assistant Dietitian
      Miss P. West
                                                                 living valued at $200
```

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University College (Cont'd):
     Women's Residences (Cont'd):
        Miss M. A. Taylor - Secretary, University College $1,000 with
Women's Buildings. living valued @ $400
        Mme. J. Ledoux - Nurse-Housekeeper $1,100 with living valued @ $400
                                                                                                     $1,100 with
     Men's Residences:
                                                                                                without salary
                                             - Resident Tutor
      C. T. Bissell
  Faculty of Medicine:
     Administration:
                                                                                                                  $875
                                            - Messenger Service
       G. Hillis
     Anatomy:
        H. D. Ball

Miss K. Baldwin

Demonstrators:

- Assistant in Histology
- Fellow in Anatomy
       H. D. Ball
                                                                                                                     500
                                                                                                                 1,200
         Demonstrators:
M. J. Wilson
            E. Montgomery ) - Radiological Anatomy
                                                                                                                  400
400
            Dr. Margaret R.Abel ) Dental Anatomy
                                                                                                                    1.50
                                                                                                                   950
            Miss K.I.McMurrich - Anatomy
     Biochemistry:
         Mrs. Jeanne M. Fisher - Demonstrator
                                                                                                                 1,100
         Fellows:
D. H. Laughland $850 J. A. McCarter
S. H. Zbarsky 800 Miss M. A. Emmett
                                                                                                                      900
                                                                                                                 800
     Hygiene and Preventive Medicine:
                                                                                                                    500
         Miss H. C. Plummer - Lecturer
                                             Demonstrators
                                                                                                                     400
         A. M. Fallis
R. Hare
                                                                                                                     400
     Miss G. Mickle - Class Assistant
Miss F. E. Neill - Laboratory Assistant
Medical Jurisprudence:
         R. Hare
                                                                                                                1,000
                                                                                                                  800
         W. L. Robinson
                                                                                                                      85
                                             Lecturers
                                                                                                                       85
         S. Lawson
Cecil Snyder
                                                                                                                     80
        F. C. Auld
     Medicine:
Senior Demonstrators:
        Senior Demonstrators:

G. Bates $200 G. F. Boyer 200
E. A. Broughton 200 E. E. Cleaver 200
H. A. Dixon 200 J. G. Falconer 200
G. W. Lougheed 500 J. H. McPhedran 200
E. J. Maltby 200 W. E. Ogden 200
Junior Demonstrators:

A. F. W. Anglin 150 E. F. Brooks 150
C. R. Burton 150 R. A. Cleghorn 3,000
T. A. Crowther 150 F. C. Hamilton 150
L. M. Murray 150 A. E. Parks 150
D. J. Prendergast 150 H. E. Rykert 1,500
J. A. Walters 2,400 N. M. Wrong 150
H. M. Gray - Junior Demonstrator, Clinical Microscopy - Fellow (May 1 to Dec.31)
Miss M. I. Hanna N. W. Simmons )
Miss S. H. Clutton - Secretary 1,560
Obstetrics and Gynaecology:
      Obstetrics and Gynaecology:
                                                                                                                    200
         W. A. Dafoe - Senior Demonstrator
         W. A. Dafoe - Senior Demonstrator

Junior Demonstrators:
H. W. Johnston $150 F. J. O'Leary
K. Manning 150 G. L. Watt
L. T. A. Armstrong 150 A. Purdy
W. Murby 150 J. C. Mann
J. C. Goodwin 150 W. E. Apted
D. N. Henderson - Fellow (part time)
Miss M. K. Bonham - Technician

Miss J. van der Hoorn - Sacretary
                                                                             F. J. O'Leary 150
G. L. Watt 150
A. Purdy 150
                                                                                                                    150
150
                                                                             W. E. Apted
                                                                                                                     500
                                                                                                                1,100
                                                                                                                      900
          Miss L. van der Hoorn - Secretary
```

For the Session 1942-43 (Cont'd)

Faculty of Medicine (Cont Ophthalmology:	<u>'d)</u> :	
A. L. Morgan) J. F. A. Johnston) H. T. Hodgson -	Senior Demonstrators Junior Demonstrator	\$200 200 200
J. S. Crawford - Miss G. Penfold - Oto-Laryngology:	Technical Assistant Associate Resident Fellow Secretarial Assistant (part time)	500 600 100
Senior Demonstrators: H. H. Burnham A. H. Veitch Junior Demonstrators:	\$200 J. X. Robert 200 D. E. S. Wishart	200 200
G. McGregor J. Grant Strachan G. A. Fee Paediatrics:	150 G. C. Snell 150 J. Sullivan 150	150 150
Senior Demonstrators: Dr. Gladys L. Boyd G. E. Smith	500 A. P. Hart 200 W. W. Barraclough	200 150
Junior Demonstrators: N. Silverthorne	300 C. E. Snelling	300
J. H. Ebbs Dr. Elizabeth C. Rober S. H. Jackson	200 rtson - Research Fellow Research Assistant in Chemistry	200 900
F. F. Tisdall - Miss W. M. Johnstone) Miss E. Kesteven)	Director of Paediatric Research Laboratories without s Technicians in Research without s	salary salary 700 500
Pathological Chemistry: D. L. Selby -		1,000
C. H. Downs -	Demonstrators Laboratory Assistant	250 1,200
A. G. Gornall) C. S. McArthur)	Laboratory Attendant Fellows Assistant	350 1,200 800 250
Pathology and Bacteriol		1,800
A. V. Postoloff - Dr. Sara Dubo -	Senior Fellow, Pathology Fellow, Pathology Fellow, Museum Fellow, Bacteriology	1,200 850 850
E. J. Clifford - Dr. Mary I. Tom - D. Findlay -	Demonstrator, Bacteriology without so Lecturer, Neuropathology Fellow, "	1,000 salary 2,000 1,000
Pharmacy and Pharmacolo Mrs. M. M. O. Sweeten Miss M. H. D. Gunther	Fellows	1,500 1,500
Physiology: E. Fidlar Miss R. B. Durick W. G. E. Eggleton	- Fellow, 1 July to 31 March \$80 pe - Research Associate	2,100 er mo. 2,400
Dr. Ruth C.Partridge-	. " " 1 July to \$160 pe	er mo.
Research Assistants: Mrs. M.T.C.Mitford G. Eidt Miss J. I. Hamilton	\$2,000 L. B. Jaques 1,600 Miss H. J. Bell 1,000	2,800 1,200
J. D. Brown -	- Technical Assistant, Biophysics - Technical Assistant, 1 July to	1,500
T. W. Kober J. D. Illingworth -	31 March - Temporary Animal Caretaker - Temporary Assistant Animal Caretaker	900 885

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Faculty of Medicine (Cont'd):
    Psychiatry:
        Demonstrators:
       B. T. McGhie
Dr. Ruth M. Franks
L. D. Proctor
J. G. Dewan
Miss A. F. Abbott

Demonstrators:

$150

C. W. Anderson

$150

C. H. Lugsdin

150

Research Fellow

Without salary

Secretarial Assistant

"""
                                                                                                    G. W. Anderson $150
G. H. Lugsdin 150
    Radiology:
       A. H. Rolph
M. R. Hall
                                                                                                                                                200
                                                ) Senior Demonstrators
)
- Research Assistant (Physicist)
- Assistant (part time)
                                                                                                                                                200
        J. Sommers
                                                                                                                                                200
       J. F. Hinds
C. L. Ash
    Special Lectures:
        Special Lecturers:
                                                                                                                                                100
           A. D. A. Mason
                                                       - Dentistry
           G. S. Young - Medical Ethics and Economics, without salar
H. Wasteneys A. F. Coventry History of Science & Civilization 200
                                                        - Medical Ethics and Economics, without salary
       Senior Demonstrators:

J. H. Couch
C. W. Harris
J. A. MacFarlane
J. C. McClelland
Spence Reid
Junior Demonstrators:
H. G. Armstrong
J. T. Denis
R. C. Laird
D. W. G. Murray
E. E. Shouldice
W. K. Welsh
Special Demonstrators:
M. H. V. Cameron
H. F. Robertson
W. D. Smith
Dr. Jessie Gray
R. G. MacKenzie

$200
R. M. Janes
Without salary (on war service)
J. L. McDonald
200
N. W. G. Carscadden
J. T. Denis
150
A. W. Farmer
F. I. Lewis
D. W. Fr. I. Lewis
D. W. Pratt
R. M. Wansbrough
Wallace A. Scott
Wallace A. Scott
F. J. Scott
Wallace A. Scott
Dr. Jessie Gray
R. G. MacKenzie

$200
R. M. Janes
Without salary (on war service)
W. W. G. Carscadden
J. L. McDonald
D. W. G. Carscadden
J. T. Denis
R. M. Wansbrough
R. G. MacKenzie
    Surgery:
                                                                                                                                           200
                                                                                         C. R. B. Crompton
                                                                                                                                          150
150
150
                                                                                                                                              150
                                                                                                                                           150
                                                                                                                                         1,800
        R. G. MacKenzie
S. A. Thomson
                                                           ) Fellows (part time)
                                                                                                                                                500
                                              Resident Fellows
                                                                                                                                                 500
        Miss M. I. Davis
        D. B. MacLaren
        Assistant Resident Fellows:
            Miss D. M. MacDougall $300 R. H. More
W. A. Shandro 300 H. J. Sullivan
F. F. Sypher 300
    Therapeutics:
        C. E. C. Cole
                                                       - Senior Demonstrator
        Assistants:
            Dr. Jean M. Meiners $ 50 D. J. MacKenzie 50
A. J. Longmore 50 A. H. Squires, without salary
         Junior Demonstrators in Anaesthesia:
       G. R. Balfour 150 W. H. Brown
G. G. Bryan 150 J. Chassels
N. S. Clark 150 S. J. Evelyn
H. H. Hargrave 150 K. M. Heard
K. L. Hollis 150 C. H. Robson
A. R. Wilkins 150
Miss F. R. Hills - Assistant in Physical Therapy
Mrs. Jean L. Reid - Secretarial Assistant (part time)
                                                                                                                                                150
                                                                                                                                                 150
                                                                                                                                               300
     Art Service:
        Miss M. Drummond - Assistant
```

Appointments (Cont'd)

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Faculty of Medicine (Cont'd):
Special Research:
               Experimental Research:
                  W. Cowan - Chief Technical Assistant $1,800
L. Hughes - Laboratory Assistant $70 per mo.
F. Hughes - Animal Caretaker 65 "
                                                                                                                                                       $1,800
                   sychiatry:
L. D. Proctor - Research Fellow
N. L. Easton - Research Assistant
J. G. Dewan - " " (part time)
Miss E. H. Algie - Social Worker
Miss E. V. Clifford - Psychologist
Miss P. H. Tancock- Occupational Therapist
Miss M. Smith - Dietitian
Miss L. Gillespie - Stenographer
Miss J.D.Leggett - Secretarial Assistant
anting and Best Department of Medical Research:
               Psychiatry:
                                                                                                                                                           2,500
                                                                                                                                                        200
500
                                                                                                                                                           1,600
                                                                                                                                                          1,500
                                                                                                                                                           1,400
                                                                                                                                                                936
                                                                                                                                                           1,050
                Banting and Best Department of Medical Research:
                     Medical Research - Banting Fund:
                        edical Research - Banting Fund:

C. H. Best - Director and Professor

H. C. Bazett - Research Professor

D. A. Irwin )

C. C. Lucas ) Associate Professors

W. R. Franks )

J. E. Goodwin )

Research Associates
                                                                                                                                                           5,000
                                                                                                                                                            8,800
                                                                                                                                                            3,800
                                                                                                                                                            3,500
                                                                                                                                                            3,700
                                                                                                                                                            2,900
                         Alex. MacDonald | Research Associates | 365
Research Assistants:
C. von Seemann | $1,650 | D. C. O'Connell | 1,200
M. L. Bunker | 528 | Miss Jessie M. Lang | 1,500
Miss M. M. Shaw | 1,320 | J.M.R.Beveridge | 1,700
J. B. Bateman | 1,600 |
Miss E. Melrose | Research Fellows | 1,430
C. H. McArthur | Miss E. Speers | 1,430
Miss M. K.O'Grady | 1,080
Miss Linda Mahon - Secretary | 1,250
Miss M. L. Wilkinson - Secretarial and Library Assis-
                          Miss M. L. Wilkinson - Secretarial and Library Assis-
                                                                                                                                                             1,080
                                                                                   tant
                          Miss M. J. Millar ) Secretarial Assistants
Miss F. F. Herbert)
                                                                                                                                                            1,140
                          Technicians:
                     Technicians:
H. M. Douglas $1,260 T. Lennox
Chas. Cassie 720 F. W. Dunn
Technicians, l July to 31 December:
G. Parkes 1,300 J. R. Williamson
Mrs. Gladys Steele
A. Greig
Mrs. Alison Moffitt - Laboratory Attendant
National Research Council Grant A.M.1

A. C. Burton $250$
                                                                                                                                                              720
720
                                                                                                                                                          1,200
                                                                                                                                                                  800
                                                                                                                                                                 720
                                                                                                                                                                 720
                                                                                                                                        $250 per mo.
250 " "
250 " "
                           A. C. Burton
J. A. Kitching
E. C. Black
                                                                       ) Research Associates
                      11
                                                                                                                                                            ___<u>$</u>800
                         Miss D. B. Mundell - Research Fellow without salary
```

Appointments (Cont'd)

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Faculty of Medicine (Cont'd):
    Special Research:
        Banting and Best Department of Medical Research:
            Bruno Mendel - Assistant Professor without salary
Miss F. Strelitz - Research Assistant $1,980
Harry Rudney - Technician 720
          Bruno Mendel Fund
        Physiology:
         Medical Research Best Fund:
            D. Y. Solandt - Associate Professor
                                                                                                            300
            E. Fidlar

R. E. Haist

M. J. Wilson

Research Assistants:

Miss H. J. Bell

Miss M. S. Moorhouse

Miss R. B. Durick

Miss D. W. Secord

Fellow

Fellow

Technical Assistants:

- Associate Folessor

- Research Associate

Assistant Professor

- Research Assistant (part time)

Miss D. U. Dale

1,020

S. B. Raska

- Fellow

- Secretarial Assistant

- Head of Technical Staff
                                                                                                          200
                                                                                                         1,700
                                                                                                         1,020
                                                                                                         1,620
                                                                                                            150
             Technical Assistants:
Miss A. I. Jaffray $950
            Mrs. Jean M.D.Williamson $780 Mrs. Ivy Scott
A. J. Stonyer $480
J. D. Illingworth - Temporary Assistant Animal
                                                                                                        800
                                                                        Miss R. A. Riggins
                                                  Caretaker
                                                                                                            103
  School of Hygiene:
     Epidemiology and Biometrics:
        Mrs. Ella Kuitunen-Ekbaum - Fellow in Medical Zoology 1,200
Miss C. M. Horner - Demonstrator in Epidemiology 2,000
Miss L. Beattie - Laboratory Assistant 700
     Physiological Hygiene:
J. G. Cunningham
H. N. MacFarland
- Lecturer in Industrial Hygiene
- Research Assistant in Industrial
                                                                                                         500
        R. E. Haist

Assistant Professor (nonorary)

Mrs. R. C. Partridge

Research Associate (part time)

Technical Assistant
                                                                                                            200
                                                - Assistant Professor (honorarium)
                                                                                                            400
                                                                                                            300
                                                                                                            900
     Chemistry in Relation to Hygiene:
Miss E. M. Taylor - Lecturer

G. Winn - Tochricol
                                                                                                            500
                                                - Technical Assistant
                                                                                                        1,050
        G. Kimm
     Public Health Administration:
        Lecturers:
         Dr. A. Helen Thomson - Public Health Administration 3,000 A. E. Berry - Public Health Engineering 500
         A. E. Berry
        Associates:
         J. T. Phair
A. L. MacNabb
Miss E. Wheler
                                                                                                           300
                                               } Public Health Administration
                                                                                                           150
                                                                                                       2,200
                                               - Public Health Nursing
        Clinical Assistants:
                                              $250 H. R. Elliott
        R. H. Malyon
Miss J. MacDonald
                                                                                                            250
                                               - Laboratory Assistant
     Virus Studies:
        R. C. Parker
                                                 Lecturers
        R. Hare
                                                                                         without salary
        A. J. Bishop
                                                - Technician (part time)
     Nutrition:
        Miss H. J. Leeson - Clinical Assistant
Miss H. Perry - Research Assistant
Miss E. James ) Technical Assistant
                                                                                                        2,500
                                                                                                         1,300
                                                - Research Assistant
                                                  Technical Assistants
        Miss L. Barber
         (From new Special Rockefeller Fund):
           D. M. Young - Research Assistant 1,300
Mrs. Joan S. Scott - Senior Technical Assistant 840
Miss M. Hand - Junior Technical Assistant (6 mos. $600
a year; 6 mos. $660 a year)
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For the Session 1942-43 (Cont'd)

Faculty of Applied Science	and Engineering:	
E. L. Dodington	- Lecturer - Instructor - Mechanician (part time)	\$1,700 1,600 600
Architecture, School of: Instructors:		300
F. Coates	- Fine Art (part time) - Modelling - Special Instructor, Architectural	950
Special Lecturers:	Design	900
A. S. Mathers W. S. Wilson	- (part time) - Architectural Economics (part time)	200 250
Chemical Engineering: J. G. Breckenridge A. M. FitzGerald M. Adelman B. Marks L. J. Rubin	Lecturers)) Instructors	1,950 1,800 1,200 1,200 1,200
Demonstrators: Mrs. H. Hampson E. B. Trickey T. L. Crossley T. Storton R. Mowat	\$1,000 G. L. Milligan 1,000 E. T. Williams - Special Lecturer in Pulp and Paper - Laboratory Assistant - Lecture Assistant	1,000 1,100 150 1,400 850
Civil Engineering: Munici C. E. Helwig A. E. Berry	- Lecturer - Special Lecturer in Municipal	2,000
S. H. de Jong B. Etkin	Engineering Demonstrators - Mechanician	1,000 1,200 1,000 1,900
W. Kubbinga J. Brown Civil Engineering: Survey	- Laboratory Assistant, 10 mos.	1,100
T. L. Rowe H. V. Steer Electrical Engineering:	- Instructor - Mechanician (part time)	1,850 525
J. E. Reid F. Noakes R. G. Anthes Demonstrators:) Lecturers	2,400 2,300 2,500
H. A. Courtice C. H. Salvadge Engineering Drawing:	\$1,300 W. A. Robinson 1,200 F. H. Squires	1,100
P. V. Jermyn J. J. Spence G. R. Edwards R. M. Clark T. L. Rowe	} Lecturers } Instructors - Instructor (part time)	2,500 2,200 1,700 1,700
G. Brown Mechanical Engineering:	- Attendant in Drafting Rooms, 9 mos	1,800
I. W. Smith Metallurgical Engineerin	- Lecturer g: - Lecturer	1,800
A. Frumkin H. Ross	- Laboratory Assistant and Demon- strator, 10 mos.	1,000
Mining Engineering: H. J. Reilly	- Assistant Mechanician, 32 weeks	960
Special Lecturers: R. E. Laidlaw W. J. T. Wright G. A. McMullen	- Engineering Law - Technical English - Public Speaking	500 300 350

Appointments (Cont'd)

E. J. Pratt	-	Special Lecturer in English	\$360
Instructors:		English Expression	100
G. A. McMullen Miss A. Lougheed	_	Typewriting for Dental Nurses	100
W. E. Secord	-	Principles of Accounting	330
E. M. Rigsby	-	Dental Technology	240
Demonstrators: W. Butt	_	First Aid	40
A. M. Hord)		675
H. M. Robb)	Dentistry	540 1,103
T. N. Scott Dental Nurses, 10 mos:	,		1,100
Miss J. Miller		\$ 900 Miss F. G. Whitehead	
Miss M. M. Brown		800 Miss V. H. Broadrib	800
Miss M. Jackson Dental Nurses, 8 mos:		800	
Miss L. E. Tutt		800 Miss M.M.E.Robinson	560
Miss A. H. Rose	-	Dental Nurse, 40 weeks Clerk in Secretary's Office	1,000
Miss F. I. Fulton Miss E. Bradley		Assistant in Library	1,100
H. F. Whittaker	-	Technician in Histology	150
Mrs. L. Barraclough		Laundress in Infirmary, 42 weeks	691
Mrs. M. Gratton	-	Laboratory Assistant in Histology (part time)	306
Faculty of Household Science	:	•	
Household Science:	١		1,800
Miss D. E. Hunter Miss D. E. Mulholland	1	Lecturers	1,900
Miss H. R. Coatsworth		Lecturer (part time)	1,050
Miss B. Hollyman Miss M. Foster		Research Assistant Assistant	1,000
Food Chemistry:	Ī	A5515 0all 0	000
Miss E. I. Walker)	Lecturers	1,800
Mrs. Jean R. Butterfield Miss E. J. Reed		Demonstrator	1,700
Miss E. S. Dewar		Assistant (part time)	400
Miss E. E. Cross	-	Clerical Assistant, 10 mos.	1,100
Miss E. S. Dewar	-	Clerical Assistant, part time	600
Faculty of Music: J. L. Richardson	_	Carillonneur	650
School of Nursing:			
Miss N. D. Fidler	-	Lecturer in Nursing, Supervisor of graduate courses in Teaching,	
		and Supervision in Hospital Ad-	
		ministration	2,300
Miss W. L. Chute Miss M. B. Millman		Lecturer in Science and Nursing Lecturer in Public Health Nursing	2,300
MISS M. D. MIIIIMAII	Ī	and Supervisor of Field Practice	
		in Public Health Nursing	2,300
Miss M. J. Wilson	-	Lecturer in Nursing and Supervisor of Clinical Instruction in Hos-	with
		pitals valued at	living)
Mice A E Data			\$400
Miss A. E. Reid	-	Lecturer in Nursing with living valued at	1,500
Miss B. Boulter	-	Clinical Instructor in Nursing	
Mice M. P. W. 22-22		and Lecturer in Nursing	1,440
Miss M. E. Waddell	-	Dietitian-Housekeeper with living valued at	1,200
Miss N. K. C. Kenney	-	Supervisor of Health Service and	
		Residence Nurse	1,080
Mrs. M. Monkhouse	_	with living valued at	400
Mrs. M. Monkhouse Mrs. M. Watson			

For the Session 1942-43 (Cont'd)

Cohool of Dhysical and Har	14h Thuastians	
School of Physical and Hea H. deW. Ball	- Assistant in Functional Anatomy	\$250
Miss H. C. Plummer	- Lecturer in Hygiene and Preven-	Ψ200
MIDD II. O. II UMMEI	tive Medicine without	salarv
Miss M. L. Northway	- Lecturer in Psychology without	
Miss V. E. Engelbert	1	200
Miss R. D. C. Martin	Demonstrators in Zoology	200
C. Zwygard	- Assistant in Physical Education (Men) 800
Mrs. M. Graham	- Assistant Secretary of the School	
	and Assistant in Music in Physical	
	Education (Women)	800
Ontario College of Educati		
Miss L. P. E. Lockhart	- Instructor in Home Economics	2,500
J. S. Carlisle	- Instructor in the University of	0.000
	Toronto Schools	2,000
M. P. Boone	- Assistant Librarian	1,200
Educational Research:		
Clerical Assistants:	As one stars A Personne	900
Miss D. Whiting	\$1,000 Miss A. Bossence 1,600 Miss M. Spalding	1,500
Miss M. Graham Miss K. M. Hobday	- Secretary and Research Assistant	2,200
Library School:	- becrevary and Research Abbroance	2,200
Instructors:		
F. C. Jennings	- Administration of Libraries	150
Miss J. Merchant	- School Libraries	150
Miss M. E. M. Poole	- Special Libraries	150
C. R. Sanderson	- Circulation of Books	150
Miss L. H. Smith	- Work with Boys and Girls	450
Miss F. Trotter	- Story-Telling	150
W. S. Wallace	- College and University Libraries	350
Department of University E	Extension and Publicity:	
Course in Personnel Admi	nistration:	400
J. A. Long	- Supervisor and Co-ordinator	50
W. R. Laughlen	- Instructor for two days - Instructor and Assistant	40
A. M. Reid	- Assistant	15
T. M. Moran	- Assistant - 1 lecture	10)
H. C. Hudson	travelling expenses additional	15)
O A Potomgon	- Instructor and Assistant	40)
O. A. Petersen	travelling expenses additional	50)
L. A. Wright	- 1 lecture	10)
D. A. WIISHO	travelling expenses additional	25)
C. E. Shumaker	- Instructor and assistant (two days)	65
Frank H. Robinson	_ n n n n	40
R. F. Thompson	- 1 lecture	10)
*	travelling expenses additional	25)
Harry Taylor	- Instructor and assistant (three days	3) 120
W. C. Kuebler	- " " (two days)	40 80
R. G. Flood	_ " " (two days)	80

Report of Committee on Retirement of Professors The President presented a report of the Committee

on the Retirement of Professors, and approval was given to the recommendation of this Committee that the appointments of the following persons who had attained the age of 65 years be continued for the Session 1942-43 with the exception of Mr. H. A. Grainger:-

Report of Committee on Retirement of Professors (Cont'd) (1) Permanent:
H. A. Grainger
Dr. J. H. Elliott
Professor R. W. Angus
Professor A. L. Parsons
Professor G. A. Guess
Professor G. A. Cornish
Professor J. S. Will
Professor C. B. Farrar
Professor W. S. Ferguson
Professor H. W. Price
Professor W. J. Lougheed
Professor C. T. Currelly
Professor J. E. Shaw
Professor Andrew Hunter
Dr. G. H. Coram
Professor V. E. Henderson

Professor St. E. de Champ Principal M. W. Wallace Rt. Rev. W. C. White Professor W. H. Piersol Professor F. B. Kenrick Dr. F. A. Clarkson Professor L. Gilchrist Dr. C. C. Benson Professor G. W. Howland Professor J. H. White Professor J. W. Bain Professor S. R. Crerar Dr. John A. Oille Dr. C. A. Corrigan Dr. S. Mortimer Lyon

(2) Annual:
Dr. G. S. Young

Other recommendations by the President were ap-

proved as follows:-

Payments
to members
of staff
re the
accelerated
courses in
Medicine

That members of the staff of the Faculty of Medicine who gave extra instruction in connection with the accelerated courses from 25 August, 1941, to 20 June, 1942, be paid the amounts certified for them by Dr. Ryerson in his statement of January 8th, to a total remuneration of \$11,251.25.

Transfer of J. R. Rimmer to office of Athletic Association That Mr. J. Ralph Rimmer, Locker Attendant in the Department of Athletics and Physical Training - Men, be transferred to the office staff of the Athletic Association as from July 1, 1942, and paid from the amount of \$1,800 provided in the Estimates of the Association for 1942-43.

Contributions to T.I.&.A.A. for Prof. Robinson

That the contributions to the Teachers' Insurance and Annuity Association on behalf of Professor G. deB. Robinson be paid by the University during the year 1942-43 while he is on leave of absence.

Free tuition granted to John Wood, IV Year, Honour Classics That Mr. John Wood, Fourth Year Honour Classics, who was given an aegrotat standing by the Senate at the annual examinations, be granted free tuition throughout his final year as it was felt by Professor Norwood that had he written the examinations, from which he was barred on account of illness, he would have received first-class honours.

Transfer in appropriations for Health Ser-

That the sum of \$400 be transferred from the appropriation for "Supplies and Equipment" in the University Health Service for 1942-43 to a new appropriation to be called "Furnishings and Equipment".

Allocation of Carnegie funds for ducational Research

That the unexpended balances of the Carnegie grants to the Department of Educational Research be allocated as follows for the Session 1942-43:-

> Library Travelling expenses 3 750.00 250.00 Unappropriated 238.39 Total ,238.39

Vote for W.E.A. to be struck from University Estimates

That upon motion of Mr. Neilly the sum of \$2,000 for the Workers' Educational Association be struck from the University Estimates as approved by the Minister of Education.

Additional appropriations

The following additional appropriations were

authorized: -

1941-42:
Registrar's Office:

For "Stationery, Office Supplies and Printing" to take care of the University Press bills in connection with the printing of new enrolment forms, etc.

Insurance:
For extra casual premiums 400

170

1942-43:

Bursar's Office:

For payment of salaries of new members of the staff to be appointed during the Summer in view of extra work arising from the Dominion Government's 1942 budget

2,000

Communications were presented and dealt with

as follows:-

Statutes of Senate From the Registrar transmitting for approval Statutes of Senate

Numbers 1530 - Respecting the Curriculum in Pharmacy for the Session 1942-43.

1533 - Respecting the Calendar of the Faculty of Medicine for the Session 1942-43.

1536 - Respecting the Curriculum in Agriculture for the Session 1942-43.

1537 - Respecting the Curriculum in Veterinary Science for the Session 1942-43.

1543 - Respecting the Curriculum in Occupational Therapy for the Session 1942-43.

1544 - Respecting the Curriculum in Physiotherapy for the Session 1942-43.

1546 - Respecting the Calendar of the School of Physical and Health Education for the Session 1942-43.

Statutes of Senate (Cont'd)

Numbers 1547 - Respecting the Calendar of the Faculty of Forestry for the Session 1942-43.

1551 - Respecting the Calendar of the Faculty of Household Science for the Session 1942-43.

1552 - Respecting the Calendar of the Ontario College of Education for the Session 1942-43.

1553 - Respecting the Calendar of the Library School for the Session 1942-43.

1554 - Respecting the Calendar of the School of Social Work for the Session 1942-43.

1555 - Respecting the Calendar of the School of Nursing for the Session 1942-43.

1556 - Respecting the Calendar of Admission Requirements and Scholarships for the Session 1942-43.

and these Statutes were approved by the Board.

University Press Estimates, 1942-43 From the Manager of the University Press transmitting their Estimates for the year 1942-43, and these were approved by the Board to the total expenditure shown, viz: \$252,713.00.

Additional appropriation for Central Power Plant From the Superintendent requesting, with the approval of Dr. Gibson, Chairman of the Property Committee, that an additional appropriation of \$6,100 be granted for "City Current - Central Power Plant", and this was approved in view of the receipts which would offset the expenditure necessary.

Additional appropriation for maintenance of Child Study building Also from the Superintendent requesting that an additional sum of \$100 be granted to the appropriation for Maintenance of the building occupied by the Institute of Child Study, as the original vote of \$1,400 was not sufficient for this purpose, and the Board authorized that this sum be taken from the available funds of the Institute.

Toronto Conservatory of Music debentures From the Secretary-Treasurer of the Toronto Conservatory of Music enquiring if the University would be willing to redeem a further \$2,000 of the Conservatory debentures, and the Board approved, without prejudice to their right to receive payment of the balance of the debentures in accordance with the terms thereof, of the retirement of this amount as of July 1, 1942, @ 96 and accrued interest.

Arena loan payment by Athletic Association From the Secretary of the University Athletic Association transmitting a cheque for \$11,200 on account of the Arena Loan, including \$10,000 for principal and \$1,200 for interest, together with statement of the Special Trust Account as of June 30, 1942. The Governors were

Arena loan payment (Cont'd)

tremendously pleased with the efforts that have been made to reduce this loan, which now stands at \$20,000.00, and the Secretary was instructed to convey the Board's appreciation to Mr. Reed.

Payment of tuition fees by Victoria College under agreement of 1940

From Victoria College transmitting a cheque for \$1,643.96 on account of amount due the University out of tuition fees collected from students enrolled in the College during the Session 1941-42 and covering a registration of 798% on the basis of \$12.50 per student under the agreement of February 8, 1940. The Bursar informed the Board that it might be necessary, if this payment were accepted in full, to make some adjustments with the other Colleges, but the Board decided not to take any action in this matter at the present time.

Fellowships in Connaught Laboratories in memory of Sir Albert Gooderham and Dr. J. G. FitzGerald

From Dr. Defries submitting for the approval of the Board recommendations concerning Fellowships in the Connaught Laboratories in memory of Colonel Gooderham and Dr. FitzGerald, and upon the President's recommendation these were approved in general principle as follows:-

"The Sir Albert Edward Gooderham

Fellowship in Preventive Medicine:
In tribute to the memory of the late Colonel Sir Albert In tribute to the memory of the late Colonel Sir Albert Gooderham, K.C.M.G., member for many years of the Board of Governors of the University of Toronto and first Chairman of the Connaught Laboratories Committee, it is proposed that a fellowship in preventive medicine be established in the Connaught Laboratories. The fellowship would be awarded annually commencing in the academic session 1942-43. It would be open to graduates of the University of Toronto or other universities approved for this purpose. During his tenancy, the holder would engage in original investigations in the field of preventive medicine in the Connaught Laboratories. The fellowship would be tenable for one year. It is suggested that the value of the fellowship be \$1,500. Nominations for the fellowship would be made by the Director of the Connaught Laboratories to the President of the University.

The FitzGerald Memorial Fellowship:

To commemorate the life and work of the late Dr. John Gerald FitzGerald through whose inspiration and leadership the Connaught Laboratories were established in the University of Toronto and under whose direction the School of Hygiene was established, it is proposed that a fellowship in medical research be established in the School of Hygiene. The fellowship would be established in the School of Hygiene. The fellowship would be awarded annually commencing in the academic session 1942-43. It would be open to graduates of the University of Toronto or of other universities approved for this purpose. During his tenancy of this fellowship, the holder would engage in original investigations in the field of preventive medicine in the School of Hygiene. The fellowship would be tenable for one year. It is suggested that the value of the fellowship be \$1,500. Nominations for the fellowship would be made by the Director of the School of Hygiene to the President of the University, the appointment being made by the Board of Governors on his recommendation."

Approval was also given to the recommendation that the three Connaught Laboratories Fellowships in Public Health, which have been awarded since 1927-28, be continued.

Application from Roy H. Nose, Japanese student

From the Registrar enclosing for consideration of the Board an application for admission to the Faculty of Medicine from Mr. Roy H. Nose, but the Governors regretfully felt that it would not be advisable at the present time to alter their former decision in regard to the admission of Japanese students.

Application from T. G. Rosenmeyer, released internee

Also from the Registrar stating that the Department of Classics had recommended that Thomas Gustav Rosenmeyer, a released internee, who was sponsored by Mr. A. B. Bennett, 5 Burton Road, Toronto, be admitted to the First Year of the Honour Course in Classics, but the Board declined this application.

Application from Gerhart Tauber, interned refugee

From Dr. W. J. Dunlop requesting a ruling upon the application of Gerhart Tauber, a refugee at present interned, for admission to the Summer Session, his release being contingent upon such a condition, but the Board declined to admit Mr. Tauber.

Donations -

The following donations were reported and were accepted with thanks and appreciation: -

National Research Council: for Project C-1000-27 under Dr. A. R. Gordon, Department \$2,000.00

of Chemistry. 920.00 for Project N.M.14 under Dr. D. Y. Solandt, Department of Physiology.

Miscellaneous:

\$6,000.00 from the John and Mary R. Markle Foundation, New York, in support of the study in the Department of Zoology under Dr. K. C. Fisher, of the relation of the sulfonamide drugs and vitamins to cellular metabolism and growth. In order to avoid any possibility of duplication of effort in connection with research which is now being carried on in the Connaught Laboratories, this matter was referred to the President with power to act.

from the Rockefeller Foundation for research in Psychi-2,700.00 atry.

from the Department of National Defence, Army, to cover 750.00 the salary of Professor J. B. Bickersteth for the months of April and May, 1942, while engaged in connection with educational services in the Canadian Army Overseas.

100.00 from the Association of Professional Engineers of the Province of Ontario in payment of their scholarship for 1941-42.

from Mr. Sol Allen of the Theatre Holding Corporation for the award of the Hollywood Theatre Prize in 50.00 French.

Leaves of absence for war service

The Bursar presented the following list, covering the period April 1 to June 30, 1942, of members of the staff who had been granted leave of absence for the duration of the war:-

Leaves of absence for war service (Cont(d)

			Date of	
Name	Title	Department	Leave	Rank
ADMINISTRATION:				
Fetherston, J.D.	Filing Clerk	Registrar's Office	Feb., 1942	R.C.A.F.
Gair, J. A.	Accountant	Bursar's Office	May, 1942	Capt., Train- ing Officer, Toronto Scot- tish Reg.
ARTS: Smith, S. G.	Laboratory Attendant	Botany	Jan., 1942	Private, No.11 Co-Veterans' Guard of Can. R.R. & T.T. Wing
LeRay, D. G.	Assistant in Vivari- um	Zoology	May, 1942	Private, Prince of Wales Ran- gers, Prince George, B.C.
MEDICINE: Wilson, R. J.	Fellow	Hygiene	April,1942	Surgeon Lieut., R.C.N.V.R.
McArthur, J. R. McInnis, F. P.	Fellow) Jr. Dem-) onstrator)	Obstetrics & Gynae- cology	June, 1942 June, 1942	R.C.N.V.R. R.C.A.F.
Hawke, W. A.	")	Paediatrics	May, 1942	Capt.,Mili- tary Hospital, Camp Borden
Keith, John D. Waters, E. T.	") Associate Professor	Physiology	May, 1942 Oct., 1941	R.C.N.V.R. Flying Officer, R.C.A.F.
Keith, W. S.	Jr. Dem-) onstrator)		June, 1942	No.1 Neurolog- ical Hospital
Meyer, E. G.	Asst. Resi-) dent Fel-) low)	Surgery	Jan., 1942	R.C.A.F.
Mitchell, D. R.	Jr. Dem-		May, 1942	R.C.N.V.R.
Slemon, H. V.	onstrator) Resident) Fellow)		June, 1941	R.C.A.M.C.
SCHOOL OF HYGIENE: Moore, Walter	Laboratory Assistant	Epidemiology & Biometrics	May, 1942	2nd Lieut.Com- mon to Arms 0.T.C. (W.C.) Gordon Head, Victoria, B.C.
DENTISTRY: Cavanagh, W. D.	Associate	Dentistry	May, 1942	Can. Dental
McIntosh, W. G.	11	Periodon- tology	April,1942	M.D. 2
Kilburn, L. A.	Associate Professor	Dental Praxis	April,1942	Corps (Can.)
Reid, Miss Hilda	Assistant Librarian	Library	May, 1942	Dept. of Mun- itions & Sup- plies, Publi- city Brench, Ottawa
SUNDRY: Bertram, Miss E.))Assistant	University s Library	April,1942	Nat'l Film Bd.,Ottawa
Heighington, Miss		Juliorary	April,1942	
Burns, A. Gordon	Manager	University Press	May, 1942	

Leaves of absence	Name	Title	Department	Leave	Rank
for war service (Cont'd)	SUNDRY (Cont'd): McGuire, Herman	Instructor	University Schools	April,1942	Wartime Bur eau of Tech nical Per- sonnel, Ottawa
	Prince, Leslie	Preparator	Royal Ontario Museum	Jan., 1942	R.C.A.F.
	Stephenson, N.R.	Research Assistant	Banting & Best Dept.	May, 1942	Sub-Lieut., R.C.N.V.R.

Current Expenditure The Bursar also submitted his estimate, under By-Law No. 20, of the amounts required to defray Current Expenditure for the month of July, and for the month of August and the first part of the month of September. Ordered that Accountable Warrants for \$250,000 (Two Hundred and Fifty Thousand Dollars) and \$325,000 (Three Hundred and Twenty-five Thousand Dollars), respectively, be issued to the Bursar.

Signatures on cheques

In accordance with By-Law Number 38, providing for the opening of a special bank account, against which only cheques for salaries and wages shall be drawn -

It was moved by Dr. Anderson, Seconded by Hon. Dr. Ferguson, And Resolved -

That the following members of the staff of the Bursar's Office be authorized to sign cheques drawn against this special account, the signatures of any two of these persons to be affixed to each cheque:-

Mr. H. E. McBride Mr. G. M. Grant

Miss M. Austin Miss E. Crookshanks

Upon motion of Mr. Morrow, Seconded by Mr. Neilly, It was Resolved -

That in connection with the signing of University cheques, Mr. H. E. McBride sign as <u>pro</u> Bursar in the absence of the Bursar.

Authority to Dr.Best to draw on both Banting and Best Funds

The authority given to Dr. C. H. Best to draw on both the Medical Research Banting Fund and the Medical Research Best Fund was continued for one year from July 1, 1942.

Fund for Rehabilitation of Men's Residences

In connection with the funds received from the Dominion Government for residence accommodation supplied to members of the Royal Canadian Air Force attending the Radio Technicians' Course,

Fund for Rehabilitation of Men's Residences (Cont'd)

the Board again considered the request of the Superintendent to have carried over to the year 1942-43 approximately \$20,000 for rehabilitation of the Residences. As it was uncertain as to what amount would be paid by June 30th, the Board left with the Bursar the determining of the amount to be transferred for this purpose to an account to be known as "Men's Residences - Rehabilitation Fund".

application of Heinz Fischel, an internee, to have fees waived

The President reported that he had received letters from the Department of Mines and Resources, Ottawa, regarding the case of Mr. Heinz Fischel, an internee who is desirous of entering the University. Mr. H. M. Samuel of 68 Hillholme Road, Toronto, is the sponsor for Mr. Fischel, and had been given to understand that the fees necessary for this student's tuition in the School of Graduate Studies would be waived, although it is the practice of the Immigration authorities that the sponsor must pay, if necessary, the tuition fees of these friendly aliens. The Board therefore decided that they would not either waive or postpone the fees of such applicants, and accordingly could not admit Mr. Fischel unless his sponsor provided for the fees.

Report on Loans to Students

The following report of the meeting regarding

loans to students was read and adopted:-

"To the Board of Governors, University of Toronto.

Gentlemen:

On Wednesday, June 17th, the President convened a meeting in the Board Room, Simcoe Hall, at 3 p.m. to discuss the general principles for administering loans to students, particularly those pertaining to the War Service Loan Fund for which money is being provided by the Department of Labour of the Dominion Government in connection with the accelerated courses in Medicine and Dentistry. At this meeting the following were present:-

Dr. Gibson (in the Chair)
The President
Dr. E. S. Ryerson - Assistant Dean and Secretary, Faculty

of Medicine

Dean Mason - Faculty of Dentistry
Miss A. E. M. Parkes - Acting Secretary-Treasurer, Students' Administrative Council

Mr. C. E. Higginbottom - Bursar

As a result of the general discussion which took place at this meeting the following recommendations are submitted for the

approval of the Board:-

1. That application and promissory note forms, which are obtainable at the Faculty Offices (Medicine and Dentistry) be forwarded after completion to the Students' Administrative Council Office, Hart House, the Council later sending them on to the Bursar of the University. Report on Loans to students (Cont'd)

2. The notes to be made payable to 'The Bursar of the University of Toronto' and payment on account of same to be made through the Bursar's Office.

3. Notes to bear interest at the rate of 3% per annum, such interest to become effective upon graduation or upon

leaving the University.

4. Loans to be based on an average over all students receiving loans of the total registration in each (medicine or dentistry) academic year, the amount of each loan not to exceed \$300 except in very exceptional cases, in which a maximum of \$500 would be set for any one student in any (medical or dental) academic year.

5. The first claim upon these loans to be the payment of

University fees.

6. Notes for the first loan given to be payable one year after graduation and no endorsement to be required. tions dealing with subsequent loans will be considered later.

It is further recommended that the following Committee

be appointed in connection with the loans to students:-

Dr. J. J. Gibson - Chairman of Committee

The President

Dr. E. S. Ryerson

- Assistant Dean and Secretary, Faculty of Medicine

Dean A. D. Mason Miss A. E. M. Parkes - Faculty of Dentistry - Acting Secretary-Treasurer,

- Secretary Mr. C. E. Higginbottom

Students' Administrative Council

Respectfully submitted,

June 24th, 1942.

(Sgd) John J. Gibson Chairman of the meeting.

It was the opinion of the Board that the fees of students in the Faculty of Medicine should be paid to June 30th before being admitted to the course starting in August, and that only fees which were paid up to June 30th, 1942, should be credited in 1941-42.

Cheques and letter from Department of Labour re loans to students in Medicine, Dentistry and Engineering

The Bursar stated that he had received from the Department of Labour two cheques totalling \$48,000.00, of which \$30,000 was for the loan fund, and \$18,000 for costs re acceleration of courses in Medicine and Dentistry; and that as the letter transmitting these cheques did not mention the students in Engineering he had enquired if they were to be included, in reply to which he had received the following letter:-

"C. E. Higginbottom, Esq., Bursar and Secretary to the Board of Governors, University of Toronto, Toronto, Ont.

Dear Mr. Higginbottom: -

This will acknowledge receipt of your letter of June 22nd in which you say that you note the cheques forwarded with my letter of June 17th cover aid to students in Medicine and Dentistry only, whereas paragraph one of the schedule attached to our agreement refers also to students in engineering.

Government loans to students in Medicine. Dentistry and Engineering (Cont'd)

Report of Standing

Committee on Univer-

sity College

Matters

In this connection I would point out that the cheque for \$18,000 is, in accordance with the terms of the agreement, a grant toward the additional direct costs incurred by the University in accelerating the courses in Medicine and Dentistry during the twelve month period ending March 31, 1942. We have not asked the universities to accelerate courses in Engineering and Science and are not making any grant in respect to same. The cheque for \$30,000 is an initial payment in respect to the loan fund to assist students in Medicine, Dentistry, Engineering and Science, in accordance with the terms of the agreement.

Yours sincerely, (Sgd) R. F. Thompson

June 24, 1942.

Supervisor of Training"

A report of the Standing Committee on Univer-

sity College Matters was read as follows and adopted:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

Your Committee begs to report that it held a meeting in the Board Room on Wednesday, June 17th, 1942, which was also attended by members of the Committee of the Council of University College, those present being Dr. Gibson (in the Chair) Princ
Dr. Bruce Macdonald Profe
The President

Professors McAndrew Fairley Norwood Macdonald Woodhouse Jeanneret

Principal Wallace

The Bursar, as Secretary. At this meeting there was read a report dated April 13th, 1942, presented by Principal Wallace on behalf of the College Council and which he had been asked at a previous meeting

of your Committee to prepare.
Your Committee begs to state that in view of the attitude of the Government concerning their views as to a revision of the University Act it reserves any consideration of the report until the Autumn when it will be referred to the Committee to be set up by the Government.

Respectfully submitted,

June 17, 1942.

(Sgd) John J. Gibson, Chairman of Committee"

Authority for Presi-dent and Bursar to deal with urgent matters luring

In view of the possible absence from the City of the Chairman and the Vice-Chairman during the Summer months, the President was authorized to consult with any other members of the Board if he found it necessary to recommend additional appointments or deal with urgent matters; and the Bursar was authorized to act upon such recommendations of the President, which are to be reported to the Board at its first meeting in September for confirmation.

Mr. Morrow ap-

Mr. Morrow was appointed Acting Chairman of the

pointed Acting Chairman Board during the absence of the Chairman and the Vice-Chairman.

Minutes confirmed.

1942

The meeting adjourned at 6:30 p. m.

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, September 10th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdoneld)

The Chancellor

The President

Mr. Neilly

Mr. LaBine

Mr. Osler

Mr. Bryce

Mr. Ross

Mr. Morrow

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Ferguson Dr. Gibson Mr. Duncan Mr. Rogers Dr. Anderson

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters were dealt with:-

In connection with the approval of the University Estimates for 1942-45 by the Government, the Chairman reported that he had had an interview with Mr. Walters, Deputy Provincial Treasurer. Mr. Walters told the Chairman to advise the Board that the matter was in hand and would be attended to later.

r dit of 500,000 t Cana-Jian Bank

Approval of Estimtes for

1942-43

The Bursar presented a letter from Mr. Crawford Gordon, Manager of the Canadian Bank of Commerce, confirming that a credit of \$500,000 had been established on behalf of the Board of Governors for the year 1942, subject to the pleasure of the Board of Directors; and that the interest rate would be the same as previously, viz: $4\frac{1}{1}\%$.

Summer business

The following appointments and other matters, re-

commended by the President and dealt with during the Summer under authority granted by the Board at the last meeting, were confirmed:-

Appointments

From 1 July, 1942

Faculty of Arts: F. S. Hogg H. A. Logan	- Associate Professor, Astrono - Professor, Political Economy	my-\$3,3	oo p	er
Faculty of Medicine: C. E. Storton		\$1,500		ar
H. F. Whittaker Faculty of Applied Science	- Technical Assistant, Anatomy and Engineering: - Office Assistant and Librari			
Mrs. Thelma T. Stark	Mining Engineering - Assistant Professor, Elec-	1,100	11	22
J. E. Reid	trical Engineering	2,400	11	77
Faculty of Dentistry: A. F. Fenton	- Laboratory Technician in Periodontology	1,500	"	11

From 1 September, 1942

Miss F. I. Fulton	- Assistant to the Secretary, Faculty of Dentistry @ \$1,200 per annum plus \$100
	additional for duration of war (cancell ing previous appointment vide folio 14%
Miss M. M. Hargreaves	- Stenographer, Department of University Extension \$1,000 per ar

For the Session 1942-43

Library: Assistants:		
Miss D. E. McConnell	- Sept.1 to June 30 \$1,200 g (declined)	per ar
Mrs. E. Jacobsen	- Sept.1 to June 30 (vice Miss D. E. McConnell) 1,200	11 11
Athletics and Physical Train	ning - Men:	
H. Phillips	- Gymnasium Instructor (part time)	400
University Health Service:		
Miss D. Redmond	- Assistant \$1	1,000
Faculty of Arts:		
D. Norris	- Assistant, Astronomy (part time)	1,000
Botany:	, , , , , , , , , , , , , , , , , , , ,	
A. R. Gopalayengar	- Demonstrator	1,440
Assistant Gardeners:		
P. Alexeiff	- July 15 to June 30 \$960]	per ar
S. Bond	- Sept. 1 to June 30 80	" mc
C. W. McKinnon	- Assistant, Chemistry	\$650
Miss R. Jenkins	- Assistant, English (part time)	600
Political Economy:	instruction, unique (part in)	
Miss A. D. Ross	- Instructor in Sociology \$	1,500
S. G. Murray		1,500
A. H. Hollingworth	1	250
G. Donaldson	\ Assistants	250
T. W. Cook	- Associate Professor, Psychology	3,600
Faculty of Medicine:	1.5500 1.600 1.101 0.101 , 1.101 1.00	
Anatomy:		
G. Ross	- Technical Assistant	1,150
R. Wilcox	- Laboratory Assistant	750
Bio-Chemistry:		
J. F. Morgan	- Fellow	800
W. D. Graham		1,000

For the Session 1942-43 (Cont'd)

Faculty of Medicine (Cont'd	١.	
H. Veihs	- Laboratory Technician, Hygiene and Preventive Medicine - weekly rate	to
	be decided	
A. M. McLeod Miss M. Kirk	- Junior Demonstrator, Oto-Laryngolog - Special Technician, Pathology and Bacteriology, from September duri absence of Miss Alvey \$70 pe	ng
Physiology: Miss E. J. Reed	- Research Assistant, Aug.1 to	
	March 31 \$1,560	" an.
W. S. Hoar	- Research Associate, Sept.1 to June 30 \$2,	,300
School of Hygiene:		
Epidemiology and Biometri		
Miss m. L. Sutherland	- Research Assistant (date of commencement to be decided) \$1,800	per an.
Miss B. M. Calvin	- Acting Secretary, Sept.1 to June 30 \$1,100	" "
Mrs. E. M. Semmons	- Research Assistant, Sub- department of Nutrition,	
	Aug.1 to June 30 \$ 100	" mo.
Physiological Hygiene:	Marketani indiatant Tuly 24	
R. Smith	- Technical Assistant, July 24 to June 30 \$1,200	" an.
J. Horwood	- Senior Technical Assistant, Aug.l to June 30 (vice K.	
	Roseblade) \$1,200	11 11
Faculty of Applied Science	and Engineering:	
Civil Engineering: lunici	pal and Structural:	
B. Etkin	- Lecturer (cancelling previous appointment vide folio 141)	\$1,800
R. C. McMordie	- Special Lecturer (part time)	400
Mrs. M. Salt	- Office Assistant and Librarian,	
	from Sept.1 for duration of war (vice Miss H. L. Redmond) \$1,07	5 per an.
Electrical Engineering:	,	#1 100
R. Scott	Demonstrators	\$1,100 1,100
P. A. Rickard		1,100
W. L. Phoenix Civil Engineering: Munici	ral and Structural:	-,
Lecturers in Applied Me	echanics:	
J. E. Reid	- during absence of Prof. Lazier	300
I. W. Smith	- part time	200
Special Lecturers in Ag	oplied Mechanics:	200
E. Myatt	- part time	150
V. L. Henderson Faculty of Dentistry:		
Clerks in Secretary's Of:	fice:	
Miss M. H. Booz	and \$100 additional for duration	of war
Miss H. M. Chitty	- Aug. 17 to June 30 \$85	per mo.
Miss J. Miller	- Supervisor of Dental Nurses in	
	Training (cancelling previous appointment vide folio 142)	\$1,300
istaa II T. Mann	- Dental Nurse (vice Miss J. Miller)	900
Miss H. L. Mann J. B. Macdonald	- Demonstrator in Dentistry (vice	
	J. H. G. Harwood)	315
Faculty of Household Scien	ce:	
Household Science:		
	Assistant	800
Miss N. Morley	- Assistant - Research Assistant	8 0 0 8 0 0
Miss N. Morley Miss M. Mitchell	- Assistant - Research Assistant	800
Miss N. Morley Miss M. Mitchell Food Chemistry: Mrs. E. Nicholson	- Research Assistant - Instructor	800
Miss N. Morley Miss M. Mitchell	- Research Assistant	800

Appointments (Cont'd)

For the Session 1	942-40 (OOHO U)	
School of Nursing: Mrs. A. Rowan -	Secretarial Assistant, Sept.1 to June 30	\$800
School of Physical and Health		\$1,750
	Secretary	41,100
Connaught Laboratories: N. Asselin -	Fellow in Public Health, 8 mos. from Aug. 24	1,500
Special Research: Botany:		
G. F. D. Duff -	Laboratory Assistant, July and August	100
Zoology: Research Assistants:		
R. R. Langford -		1,250
1220 2 0 000		per mo.
J. R. Stern - Banting and Best Medical Re	September	100
M. C. Wyand -	Technician, Aug. 12 to June 30	
W. O. I Jana	\$1,600	per an.
C. Shorney -	Technical Assistant, Aug. 15 to June 30 1,080	17 17
C. Stiles -	Technical Assistant, Sept.1 to June 30 - 60	
J. H. W. Willard -	Research Assistant, Sept.1	
	to June 30 1,500	
Miss A. Carmichael)	Assistants, Sept. 1 to 1,200	
Mrs. M. McNeely	June 30 780) " "
Psychiatric Research: Miss J. M. MacKendrick -	Psychologist, Aug.1 to June	
	30 (vice Miss E.V.Gifford) \$1,	300 " "
Miss A. Hughes -	Occupational Therapist, Sept. 1 to June 30 (vice Miss P. Hancock)	300 " "
Engineering Research:	- 1	
Chemical Engineering:		
Research Assistants:		3.05 "
	July, August & September	175 " mo. 175 " "
W. G. MacElhinney - J. G. Breckenridge -	do. do.	175 " "
E. T. Williams -	do.	175 " "
	Research Assistant, Applied	
<u> </u>	Physics, July, August & Sep-	
	tember, 1942, and May 1943	175 " "
G. H. D. Martin -	Research Assistant, Mechanical	165 " "
Civil Engineering: Survey	Engineering, July and August	100
T. L. Rowe -	Research Assistant, July and	
20 200 000	August, 1942; May 1943	150 " "
H. V. Steer -	Mechanician, July and August	
	1942; Sept.1 to 15,1942;	3.50 # #
Department of University Fr	May and June, 1943	150 " "
Department of University Ex Course in Personnel Admin		
	Instructor	\$50
	Instructor	50)
	Travelling expenses	42.25)
	Assistant	15
	One lecture	10 65
	Instructor Assistant	15
	Instructor	40

opointents (Cont'd) Department of University Extension and Publicity (Cont'd): Summer Session - Pass Course for Teachers: (Change in Item 1, folio 117): V. W. Bladen K. Helleiner \$ 160) First Year Economics Miss E. M. Rosengren)
(Change in Items 3 and 13, folio 118):
K. S. Bernhardt - First and Third Years, Psychology
J. D. Ketchum - Third Year Psychology 50 510 (Change in Item 7, folio 118):

Miss M. Brookstone - Preparing material for Summer

Session students in Geography

J. W. Hamilton - Assistant in Geography 150 Special work for certain teachers: W. J. McCurdy - Third Year Philosophy H. A. Innis - " Economics 10 - " " Economics Karl Helleiner G. W. Brown J. J. Rae 10 - Special work in Chemistry

Appointments in Bursar's Office Confirmation was also given to the revision of titles and to certain new appointments to the staff of the Bursar's Office, dating from 1 July, 1942. The names, titles and salaries, which have been provided for as set out in the Estimates, are as follows:-

Burgar and Secretary to the Board of Governors	\$5,500
Accounting: Accountant, General Funds (Gair, \$\frac{2}{2},400; on war service) pension contribution	72
Accountent, Trust Funds (Court, \$2,300; on war ser-	69
vice) pension contribution	1,700
Acting Accountant, formerly Bookkeeper (McBride) Additional for duration of wer (McBride)	500
Assistant Accountant (Miss Crookshanks)	1,350
Bookkeepers: Macfarlane	1,300
Pouwels	1,300
Prince (W \$1,100; on war service) pension	28
contribution Temporary on account of war service:	20
Duthie (formerly paid from clerical assist	-
ance)	1,200
Holditch	875
Appropriation Ledger Clerks:	1,700
Miss Long Miss Whitehead	1,100
#Miss Paine (transferred to Secretarial Branch)	
Clerks:	1 050
Miss Quinlivan	1,050 875
Miss Haight	825
Miss Stuckey To be appointed (Miss Blunt)	900
Fees:	0.050
Chief Clerk (Miss Goodwin)	2,250 1,800
Cashier (Grant)	1,000
Record Clerks: Mrs. McCormick	1,000
mrs. Necormita Miss de Wynter	950
Secretarial:	2,100
Secretary to the Bursar (Miss Burns)	1,050
Assistant (Miss Donovan) Appointments and Pensions Clerk (Miss Austin)	1,800
Assistant (Miss Lillie)	1,000
Clarks. Mrs. Stuckev (nee Miss Berry)	1,050 950
##Miss Paine (see above)	1,700
Clerical Assistance	\$ 35,994

Appointments in Bursar's Office (Cont'd) Authority was also given for the following allocation from the \$2,000 additional appropriation granted to the Bursar for extra assistance due to the recent Government regulations concerning Income Tax deductions:-

(a) Change in salary for certain persons already included in the Estimates as above:

Murray Holditch from \$875 to \$900 per annum)

Miss G. J. Haight "\$875 " 900 " ") \$ 125

Miss B. E. Stuckey "\$825 " 900 " ")

(b) Additional appointments:

Miss M. V. Ruddle, as Clerk 900 " " 1,800 miss M. R. Howitt, " 900 " " 1,800 1,925

Subsequent to the above arrangements two members of the Bursar's Office staff resigned their positions, Mr. W. J. Duthie and Mr. H. Pouwels, Bookkeepers; and Murray Holditch was appointed in succession to Mr. Pouwels at a salary of \$1,000 per annum. Miss P. Nimmo was also appointed as a Bookkeeper at a salary of \$900 per annum. Both of these appointments date from August 1, 1942.

Resignations The following resignations were accepted:-

Miss M. E. Holloway Miss M. D. Salter	- Assistant in the Library - Lecturer in Psychology (appointme declined)	July 31 nt
Psychiatry:		
Miss E. Gifford	- Psychologist	Aug. 31
Miss P. Tancock	- Occupational Therapist	Aug. 31
Miss J. Bradshaw	- Office Assistant and Librarian,	
MIND 0. DI addia.	Mining Engineering	July 8
Miss H. L. Redmond	- Librarian and Secretary, Civil Engineering and Electrical Engineering	Aug. 31
Dentistry:		
Miss E. O. Courtney	- Supervisor of Dental Nurses in Training	June 30
Miss F. M. Ward	- Assistant to the Secretary	Aug. 31
Mrs. M. Watson	- Stenographer, School of Nursing	Aug. 25
Miss B. W. McClennan	- Stenographer, Department of	
The Mode of the Control of the Contr	University Extension	Aug. 31

Postponement of fees of Miss A.P. Dunlop

The fees of Miss Adrien P. Dunlop, an English war guest, who was entering her second year in Medicine, were postponed at the request of Miss Joan Arnoldi.

Amendment to Estimates The following additional appropriations and transfers were granted:-

additionnl appropriations

Additional appropriations:

Chemistry:
 "Clerical Assistance"
 University Extension:
 "Special Course in Radio"

- \$ 200

4.765

(funds for which have been provided by Research
Enterprises Limited)
University Press:
For purchase of a new Smashing Machine

- 2,700

Transfers

Transfers:

Registrar's Office (1941-42):
From "Payment to Examiners"
To "Printing Examination Papers"

354.12

From the Ontario College of Education appropriation for

#4 000

"Special - for Instructional Purposes"

To the Institute of Child Study

\$4,000

Institute
of Child
study
Supplementary
Sstimates
for

The following supplementary Estimates of the Institute of Child Study for 1942-43 were approved:-

Estimates approved April 15th and July 9th, 1942 for 1942-43

Dr. W. E. Blatz Miss M. Poppleton Miss M. Fletcher Miss D. Millichamp Dr. K. S. Bernhardt Miss J. Gillies Miss H. Shepherd Mrs. F. L. Johnson Stenographer	Director Secretary Principal Assistant Director -pt.sal """""""" Nursery School Assistant Research Assistant Instructor (part time)		
Restional appointments: Miss B. Gage Mrs. D. Leonari	Acting Frincipal Mursery School Assistant	1,000	\$11,100
Equipment and Supply Attendants Decorations and repairs	(supplementary)	300 100 200 450	1,050
Superintendent's Departme	ent		400 \$12,550

Action in connection with other matters dealt with during the Summer was also confirmed as follows:-

Application for frontage license re No.88 College Street

A recommendation of Dr. Gibson, Chairman of the Property Committee, to grant a frontage license to the United Church of Canada at the rate of \$40 per foot frontage for the right of ingress and egress for the 93 feet on College Street of the property owned by the United Church at the corner of College and Elizabeth Streets.

Tonversion re funds of Banting Research Foundation The following conversion, through Messrs. Bell, Gouinlock and Company, in connection with securities held for the Banting Research Foundation:-

Conversion of funds of Banting Research Foundation (Cont'd)

The sale of -

2100,000 Canadian Northern Railway Company Guaranteed by Dominion of Canada 61% Bonds, maturing July 1, 1946 Accrued interest $0.6\frac{1}{2}\%$ from July 1 to July 9 (8 days)

Less: Dominion Tax \$30; Ontario Tax \$30

\$122,000.00 142.46 122,142.46 60.00 122,082.46

The purchase of -

\$121,500 Dominion of Canada Second Victory Loan 3% Bonds, maturing March 1, 1954 Accrued interest @ 3% from March 1 to July 13 (134 days)

\$121,500.00 ,338.17

Dominion of Canada Bonds \$122,838.17 Purchase -Canadian Northern Railway Bonds 122,082.46 755.71 Sale Paid by cheque

Request for copy of Dr. C. J. Mackenzie's address at Banting Memorial Service

The rejection of a request from Mr. H. E. MacDermot, Editor of the Canadian Medical Association Journal, Montreal, for a copy of the material contained in Dr. C. J. Mackenzie's address delivered at the Banting Memorial Services last Spring.

Transfer in Royal Ontario Museum

The transfer of the sum of \$3,620.81 from "Ordinary Account" to "Suspense Account" in the Royal Ontario Museum, being the balance remaining in the account at June 30, 1942.

Account for cleaning rugs, etc. at No. 78 Queen's Park

The payment of an account for \$241.74 from Langley's for cleaning and storing the rugs and drapes from No. 78 Queen's Park and charging same to "Grounds" appropriation, as the Superintendent was experiencing difficulty in keeping these items free from moths.

Additional appointments

The following additional appointments recommended by the President were made and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1942-43

Department of University Extension and Publicity: Course in Personnel Administration:

H. H. Stedman E. G. Burgess \$ 80 - Instructor 40) - Instructor Travelling expenses (estimated) K. A. Burgess T. M. Moran Miss Grace Hyndman - Instructor - One lecture - Instructor O. A. Peterson - Instructor

Other recommendations by the President were ap-

proved as follows: -

Thange in majary of Prof. D.D. Panabaker, Techanical Engineering That the salary of Professor D. D. Panabaker, Department of Mechanical Engineering, be increased from \$2,600 to \$2,700 per annum from July 1, 1942, in order to comply with the arrangements made with him prior to his appointment in July, 1940.

Thanges in alaries of Miss V. Lurphy and Miss P.T. West, U.C. Women's Residences That the salary of Miss V. R. Murphy, Dietitian in the University College Women's Residences, be changed for the Session 1942-43 from \$1,500 to \$1,700, the value of the living allowance remaining at \$200 as shown in this year's Estimates as compared with the \$400 allowed for 1941-42; and that the salary of Miss P. M. West, Assistant Dietitian, be changed from \$1,000 to \$1,100 from September 1, 1942, the value of the living allowance in her case remaining at \$200.

Restoration of full salary for Mr. A.G.Burns, University Press That the salary of Mr. A. Gordon Burns, Manager of the University Press, be restored in full from September 15, 1942, as he is returning to duty as of October 1 and is being granted two weeks' salary in lieu of holidays.

Return of Prof. D.S. Ainslie, Physics, from war work at Ottawa That Professor D. S. Ainslie, Department of Physics, who was granted leave of absence to do research work with the National Research Council, be re-instated in his position as from September 1, 1942, at a salary at the rate of \$3,800 per annum.

Leave of absence to Prof. M. J.C.Lazier for work with Massey, Marris Co. That leave of absence be granted to Professor M. J. C. Lazier, Department of Civil Engineering: Municipal and Structural, for the duration of the war as from July 2, 1942, as the Aircraft work at the Massey Harris Company, to which he has been devoting part time, has greatly increased.

Further ruling re payment of Pension Contributions for those on war leave In this connection the Board made a further ruling that contributions to the Teachers' Insurance and Annuity Association would continue to be paid by the University only on behalf of those members of the staff who are granted leave of absence for enlistment in Active Service or who take positions in some branch of the Services. Accordingly, no such contributions will be made by the University in Professor Lazier's case.

Income Tax
Department
to be notified that
it is the tresponsibility of i
individual
on leave to sreport pension constributions
by University.

The Board also approved of the recommendation of Mr. Ross that the Secretary should inform the Income Tax Department at Ottawa that the Board did not feel that it should be held responsible for the inclusion in the Employer's Return of allowances made to members of the staff for pension contributions while on leave of absence, and that it should be the responsibility of the individual to make such a return.

Further leaves of absence

That leaves of absence also be granted to the following members of the staff for the duration of the war and contributions on their behalf to the Teachers' Insurance and Annuity Association continued by the University as they are all undertaking war research work for the Government:-

Physics:

Professor J. O. Wilhelm, from September 1 with salary in full to September 30 at the rate of \$3,600 per annum.

Professor C. Barnes, from September 1 with salary in full to September 30.

Mr. A. D. Misener, Lecturer, from August 1 with salary to July 31.

Psychology:

Professor J. D. Ketchum, for one year from October 1.

University College:

Professor Dana Rouillard, Department of French, from August 15.

Dr. Earle Birney, Department of English, from Aug.28.

That leave of absence with full salary be granted to Miss Lois Alward, Assistant in the Department of Botany, for a period of four months ending December 31, 1942, on account of ill health.

Change in fees for Faculty of Music That the registration fee for students enrolled in the course for the degree of Bachelor of Music be reduced from \$25 to \$15; and that the fee for Course I be increased from \$5 to \$10.

Fees for M.A. students in Meteorology That the following fees be charged to M.A. students in Meteorology who have had dispensation granted them from attending lectures in statistics and differential equations:-

 Registration
 \$ 5.00

 Tuition
 25.00

 Examination
 20.00

 Degree
 10.00

Factponeent of fees of Robin Ibbs That the fees of Robin Ibbs, an English boy who is a guest of Professor Ralph Flenley and who wishes to enter the course in Electrical Engineering, be postponed until after the war.

Postponement of fees of iss P.J. Middington on condition that Victoria College guarantees payment - general ruling.

That the incidental or University fees of Miss Prudence J. Whiddington, an English war guest of Mr. Andrew Thomson, 149 Admiral Road, Toronto, be postponed until after the war on condition that Victoria College, where she proposes to enrol, guarantees payment of the University fees. In this connection the Secretary was instructed to inform the Federated Colleges that this ruling of the Board would apply to any future applications.

Communications were presented and dealt with as

follows: -

Acceptance
of offer
of Mr. 3.
Carruthers
to rent
the Starr
Farm

From Mr. Evan J. Carruthers making an offer to rent the Starr Tarm owned by the University in the Township of Caradoc for \$120 per annum for a term of fifteen years from the expiration of the present lease, viz: March 1, 1943; and approval was given to the Bursar's recommendation that this offer be accepted, he having informed the Board that the present tenant, Mr. Henry Campbell, who is paying an annual rental of \$75, had expressed his intention of giving up the farm upon the expiration of his lease.

Preyment to Prof. A. Pitt re repairs to silica tubes From Professor E. F. Burton recommending that Professor A. Pitt be paid the sum of \$246.88 for repairs to silica tubes in the Department of Physics for the Dominion Government, and this recommendation was approved.

Approval for taking over Canaian School of Embalming From Dr. W. J. Dunlop transmitting a proposal to take over the Canadian School of Embalming whereby the Board of Directors of the School would continue to function and award the diploma, but the University would have full control of the instruction and of the examinations; and the assets of the School, amounting to \$16,701.27, would be turned over to the University. These arrangements were approved by the Board and it was suggested that before completing the final details Dr. Dunlop should consult the President.

War Risk Insurance

From Messrs. Irish & Maulson, Insurance Brokers, submitting details of the new War Risk Insurance, effective September 1, 1942, but the Governors were not desirous of taking out further insurance as outlined in this coverage.

Changes in Military Training regulations for 1942-1943

From the Registrar transmitting the following changes in the regulations respecting Military Training for the Session 1942-43, which were approved by the Board:-

As the Department of National War Services grants to students of the University postponement of military training at military training centres only on condition that they undergo compulsory training while at the University, of a standard recognized by the Department of National Defence, all male students, both undergraduate and graduate, except as noted in section 2 below, who were born on or before September 30, 1923, whether or not they are British subjects, will be required to take training in the University of Toronto Contingent C.O.T.C. or in the University Air Training Corps.

The undermentioned categories of students will not be required to take military training in the U. of T. Contingent C.O.T.C .:-

(a) Students who are members of active or reserve units

of the Canadian Navy, Army, or Air Force.
(b) Students who are certified by the University Health Service to be medically unfit for military training.

(c) Conscientious objectors.

(d) Enemy aliens.
(a) All students who are required to take military training 3. in the U. of T. Contingent C.O.T.C. will register not later than 12 noon on Saturday, September 26, 1942, with the First or Second Battalions, according to directions to be published in the "Varsity".

(b) Students who desire to take Air Force training will register with the University Air Training Corps also according to directions to be published in the "Varsity".

Students who claim exemption from military training under 4. Section 2, (a), (c) and (d) will apply for this exemption to the Registrar of the University not later than October 1, 1942.

Any student who is required to take training under Section 1

5. above, and who fails to comply fully with the regulations regarding such training, may be ordered, on the recommendation of the Court of Discipline, to withdraw from the University. (Four students were dismissed from the University during the Session 1941-42 because of their failure to comply with these regulations.)

Students who are 18 years of age, i.e. those born between October 1, 1923, and October 31, 1924, may apply for training to the Commanding Officer concerned. Applicants will be accepted for training at the discretion of the Commanding Officer.

Application of Martin Ostwald referred to President

Also from the Registrar submitting an application for admission to the University from Martin Ostwald, an internee, and this was referred to the President for consideration and report.

Payment to Sir Ernest MacMillan while he remains Dean of Faculty of Uusic From the Secretary-Treasurer of the Toronto Conservatory of Music enclosing a memorandum setting out the arrangements of the change in Principalship whereby Mr. Norman Wilks is to succeed Sir Ernest MacMillan who resigned as of August 31, 1942. These arrangements were approved by the Board, including a payment of \$500 per annum to Sir Ernest while he remains Dean of the Faculty of Music at the University; it being understood that this payment of \$500 is to come out of the University's Special Grant to the Conservatory for a period of not more than three years.

Taxing by City of Conservatory property at branches Also from the Conservatory advising that the City was taxing them for that portion of the property occupied by the caretaker at their branch at No. 2708 Yonge Street.

Consent of Connaught Laboratories to waive payment of Heperin acaount From Mr. F. Lorne Hutchison, assistant Director, Connaught Laboratorius, stating that they had implemented the request made to them by the Board to forgive the account of \$4,531.60 against the Department of Surgery for quantities of solution of Heparin, and would waive payment of the same.

Students'
Administrative Council's
Annual report

From Miss A. E. M. Parkes, Acting Secretary-Treasurer of the Students' Administrative Council, transmitting the audited report of the accounts of the Council for the year ended June 30, 1942, and consideration of the same was deferred to the next meeting.

Overdue accounts owing to University Press From the University Solicitor advising that he was endeavouring to collect two overdue accounts owing to the University Press as follows:-

Educational Book Service, Winnipeg - \$175.00
Niss Elsie Teasdall, Toronto - 16.20

At the Bursar's suggestion the Solicitor had withheld Court proceedings until the opinion of the Board had been ascertained. The Governors confirmed the Bursar's understanding that they did not desire to enter suit in these cases but would like Wr. Cassels to do anything he could toward collecting the amounts due.

Payment by Victoria College of ground rent excluding rent of Lot No. 67 From the Bursar of Victoria College transmitting a cheque for \$2,827.50 in settlement of ground rent due July 1, 1942, for properties leased by Victoria from the University, excluding the rent of Lot 67, amounting to \$550.00, in accordance with instructions of their Property Committee that the rent of this lot should be withheld until negotiations regarding the adjustment of the lease had been completed.

Payments from Kellogg Foundation grant to School of Hygiene From Dr. R. D. Defries recommending certain payments out of the Kellogg Foundation grant to the School of Hygiene for assistance to students, and this matter was referred to the President for consideration.

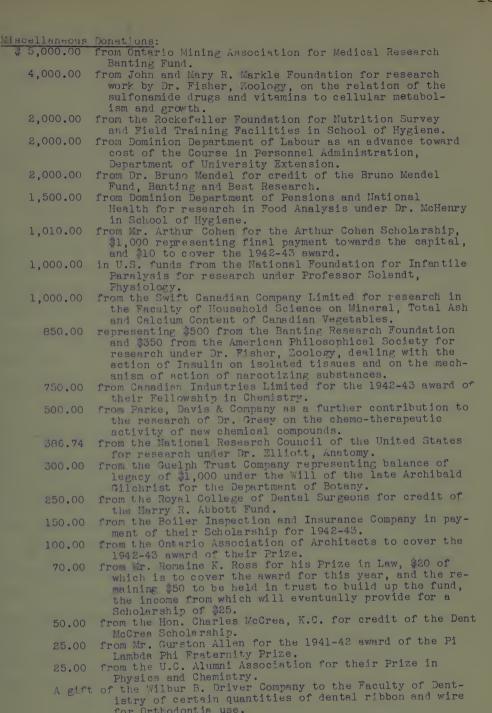
Donations -

The following donations were reported and were

accepted with thanks and appreciation: -

```
National Research Council: $15,000.00 for Project F.E.6444 (formerly P-1010) Burton-Pitt,
  $15,000.00
                   Physics.
                 for Project A.M.1, Aviation Research - Bazett, Banting
    7,500.00
                   and Best Research.
                 for Project C-1000-27, Gordon, Chemistry.
    4,000.00
                 for Project P.E.5, Burton-Wilhelm, Physics.
for Project B.E.1 - Duff, Botany.
     3,240.00
    1,500.00
                 for Anti-Submarine Project, Burton-Pitt, Physics.
     1,225.00
                for Medical Research - Isinglass, Taylor, Physiology. for Project N.M.5 - Best, Banting and Best Research. for Project M-1003-Blood Examination, Lucas, Pher-
    1,000.00
       650.00
       500.00
                   macology.
                 for Project N.M.13-Best, Banting and Best Research.
       480.00
       400.00
                 for Fish Culture-Harkness, Zoology.
                 for Fish Culture-Langford, Zoology.
for Project 9-2 - Cleghorn, Medicine.
for Project N.M.12-Bateman, Banting and Best Research.
       386.60
       375.00
       300.00
Department of National Defence:
  Air:
  $62,321.00
                 for tuition fees for R.C.A.F. personnel taking the
                    Radio Mechanics' Course.
   40,660.00
                 for residence accommodation, etc. for above persons.
  Navy:
  $12,480.00
                 for tuition fees for Naval Officers and Ratings attend-
                   ing the Navy Technicians' Course.
  Army: Dentistry:
   $ 6,000.00
                 for tuition fees, etc. for members of the Canadian
                   Dental Corps attending the Dental Technicians' Course.
                 for residence accommodation, etc. for above persons.
     3,000.00
  Miscellaneous:
   $ 2,000.00
                 for Project C.W.517-Gordon, Chemistry.
     1,500.00
                 for Project C.W.510-Young, for Project C.W.503-Lucas,
                                                    Bio-Chemistry.
                                                    Banting and Best Research.
Kellogg Foundation:
   $10,000.00
                 in U.S. funds for scholarships and loans for students
                    in the School of Hygiene.
                 in U.S. funds for scholarships and loans for students in the School of Nursing.
     4,000.00
```

onations



for Orthodontia use.

Payments to University and Prof. Solandt of part of salaries from Naval appointments

The Bursar reported that Professor C. H. Best by Prof. Best and Professor D. Y. Solandt had transmitted to him a portion of the salary paid to them in connection with their appointments in the Navy, and the Board approved of the following disposition of the amounts so received: -

> - cheque transmitted to the Bursar for \$2,000 Professor Best to be credited to the Medical Research -Banting Fund for use in Medical Research in the Department of Banting and Best Medical Research.

> - cheque transmitted to the Bursar for \$1,410 Professor Solandt to be credited as follows:-Department of Physiology - \$ 940 School of Hygiene 470 ,410

Continuation of Prof. Solandt's contributions to Teachers' Annuity Association

request that deductions from his salary and contributions by the University on account of payments on his behalf to the Teachers' Insurance and Annuity Association be continued at the present rate of \$200.04 per annum in each case even though the amounts which he returned would reduce his stipend below the \$4,000 maximum upon which deductions and con-

Approval was also given to Professor Solandt's

tributions are based.

Report of Auditors re discontinuance of monthly audit of accounts, and presentation of statement showing summary of Receipts and Expenditures

The Bursar presented a letter from the University Auditors, Messrs. Clarkson, Gordon, Dilworth & Nash, addressed to Mr. Ross, Chairman of the Finance Committee, stating that like other Chartered Accountants they found it impossible to carry on any detailed audits in the future due to the number of men who had joined the Armed Forces. Among the suggestions contained in the Auditor's Report was the discontinuance of the monthly audit of the accounts in the Bursar's Office and the Current Expenditure statement in its previous detailed form. In accordance with the procedure which the Auditors suggested for the future the Bursar had prepared and presented to the Board a statement showing a summary of Receipts and Expenditures for the months of July and August. The statement for the month of July is set out as an example:-

f Receipts and Expenditures Jummary

UNIVERSITY OF TORONTO

BURSAR'S OFFICE

SUMMARY OF RECEIPTS AND EXPENDITURES

FOR THE MONTH ENDING JULY 31,1942

CURRENT EXPENDITURE

	Balance brought forward Amount drawn on Warrant authorized	\$ 481.71 250,000.00	\$ 250,481.71	
	Expenditures: Salaries and Wages Maintenance of Buildings & Departments Trust Funds	\$ 215,588.81 4,607.29 18,787.20	\$ 550,101.71	
	The state of the s	20,101,00	\$ 238,983.30	
	Balance carried forward		<u>\$ 11,498.41</u>	
GENERAL ACCOUNT				
	Balance brought forward Deposits	\$ 409,373.19 403,852.39		
			\$ 813,225.58	
	Expenditures: Amount drawn on Warrant	\$ 250,000.00		
	Miscellaneous	5,543.23	\$ 255,543.23	
	Ralance carried forward		\$ 557,682.35	

Toronto, September 10th, 1942.

(Sgd) C. E. Higginbottom, Bursar.

Upon notion of ir. Ross, seconded by Mr. Morrow, approval was given to the recommendation of the Auditors and to the presentation of a monthly statement, effective July 1, 1942, in the above form as submitted by the Bursar; it being understood that in a month when investments would be purchased they would be shown as a separate item.

Current
Expenditure
Statement
for June,
and
Accountable
warrant

The usual statement for the month of June was also presented, certified by the Auditor, showing the expenditure made by the Bursar from the Accountable Warrants authorized on May 14th and June 11th. Also the Bursar's estimate of the amount required to defray Current Expenditure for the balance of the month of September and the first part of the month of October. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Adjustments in
conditions
in the
Bursar's
Office

The Bursar informed the Board of a possible impairment of efficiency in his office due to the resignation of an unusually large number of his staff. He stated that it was difficult to obtain competent persons to assist in the handling of the extra work entailed in the revised Income Tax regulations, effective September 1, 1942, and also in the large volume of work connected with the handling of Dominion Government grants for the 35 to 40 war research projects. In view of these circumstances the Board gave authority to the Chairman of the Board and the Chairman of the Finance Committee to make any adjustments in salaries which they felt should be made, and take whatever additional action was necessary.

Difficulty
of Dean
Young in
obtaining
suitable
men to
carry on
work in
Faculty

The President informed the Board that Dean Young had advised the authorities at Ottawa that he had had considerable difficulty in obtaining suitable men to carry on the work in the Faculty of Applied Science and Engineering, in view of the number leaving to do war work both in plants and in the Services.

Possible closing of Hart House Theatre

The President also reported that in view of the enlistment of the Manager and the Assistant Manager of Hart House Theatre consideration was being given to the advisability of closing the Theatre, and stated that a meeting was being held to decide what action should be taken.

No change in ruling re Internees The President stated that he had been approached to have the Board re-consider their decision forbidding Internees being admitted to instruction in Chemistry, but the Board were not prepared to make any change.

Application of T. G. Rosenmeyer referred to the President

The application of Thomas Gustav Rosenmeyer, a released internee, for admission to the Honour Course in Classics, which had previously been rejected by the Board, was again presented by the President for consideration, and the Board referred the case back to the President for further information.

Ruling on admission of Japan-ese Students

In connection with the enquiries which have been made regarding the Board's attitude in permitting Japanese students to register at the University, the Secretary was instructed to obtain from the Solicitor a statement as to the legality of the University's position in refusing to admit such students.

Tar Service Loan Fund Committee's Report

The following report of the War Service Loan Fund

Committee was read and adopted:-

"To the Board of Governors. University of Toronto.

Gentlemen: -

On Wednesday, September 9th, the President convened a second meeting of the War Service Loan Fund Committee in the Board Room, Simcoe Hall, at 4 p.m., at which the following were

The President Dr. E. S. Ryerson - (in the Chair)
- Assistant Dean and Secretary, Faculty

of Medicine

- Assistant Dean, Faculty of Dentistry - Faculty of Applied Science and Engin-Dr. Cowling Dean Young

eering - University of Toronto The Registrar

Miss A. E. M. Parkes - Acting Secretary-Treasurer, Students'

Administrative Council

The Burshr - as Secretary

The effect of the recommendations contained in the Committee's previous report of June 24, 1942, was reviewed, and the following additional recommendations are now submitted for the approval of the Board:-

That students in the Faculty of Applied Science, and Science students in the Faculty of Arts, also be granted loans in accordance with the Dominion Government agreement.

That loans from the Kellogg Foundation Fund be made avail-2. able to students in exceptional need in the Faculties which have received assistance from the Foundation.

The question of the proposed Dominion Government loans to First Year Engineering or Science students was also dis-

cusmed.

Respectfully submitted,

September 9th, 1942.

(Sgd) H. J. Cody Chairman of the meeting."

tion to Library of iary of tephen

The Chancellor, on behalf of Mr. Starr, residing near Aurora, presented to the Library of the University a rare book the Diary of a famous quaker in the early part of the 19th Century, Stephen Grellet. This was accepted with thanks and the Chancellor was asked to inscribe in the book the circumstances of the gift.

The meeting adjourned at 6:30 p. m.

Minutes confirmed.

Franklingelluste

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, September 24th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The President
Chief Justice Rose
Hon. Dr. Kelly
Mr. Bryce

Mr. Neilly Mr. Osler Dr. Anderson Hon. Dr. Bruce Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Gibson Mr. Duncan Mr. Morrow

firmed.

Mr. Rogers Mr. LaBine

The minutes of the last meeting were read and con-

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1942-43

Faculty of Arts: C. D. McKeen	- Class Assistant, Botany, Oct.1 to May 31 \$640
Geography: J. W. Hamilton D. Kerr R. Coper A. J. Coleman) Assistants (part time) 175 100 - Instructor, German 800 - Fellow, Mathematics 300
Political Economy: S. Trachtenberg N. Ward	- Assistant 250 - Instructor (cancelling previous appointment vide folio 135) 750 - Instructor 750
W. O. Main Psychology: Miss M. L. Northway Mrs. Magda B. Arnold	- Lecturer (including \$1,000 addi- tional for duration of war - cancelling previous appointment vide folio 135) 1,500
Idi Di wasan in mana	- Instructor 1,400

Appointments (Cont'd)

Faculty of Arts (Cont'd):			
Psychology: K. H. Rogers R. W. B. Jackson R. J. R. Bell Mrs. B. Gerstein		Special Lecturers Class Assistant (cancelling pre- vious appointment vide folio 135 Class Assistant	300
W. Fitzgerald Mrs. I. A. Shapiro Miss H. Jones F. Y. S. Tseng Zoology:)	Readers Readers (cancelling previous appointments vide folio 135)	300 300 300 300
Miss M. McDowell G. M. Neal		Technical Assistant, Oct.1 to Dec.15 Demonstrator	per mo. 900
Faculty of Medicine: Pathology and Bacteriolog Mrs. Annie Jackson Mrs. Honor P. Gray	-	Laboratory Attendant, Bacteriology Sept.1 to June 30 (vice Miss D. Nunn) \$65 Technician, Neuropathology,	per mo.
Faculty of Applied Science	and	Sept.8 to June 30 (vice Miss H. Rogers, resigned) \$85 at Engineering:	77 18
Applied Physics: F. S. Harwood H. C. Jones School of Architecture:)	Demonstrators (part time)	\$600 600
A. P. C. Adamson N. D. Wilson	-	Lecturer, Architecture Special Lecturer, Town Planning and Landscape Architecture	1,550 450
T. H. Laccohee Civil Engineering: Munici		Attendant, Drafting Room, Sept.15 to May 15 l and Structural:	800
R. Hewitt W. H. M. Laughlin	-	Demonstrator (part time) Special Lecturer (part time)	350 300
Mechanical Engineering: G. H. D. Martin W. Bruce D. G. Huber A. B. Extence D. C. Smith)	Demonstrators	1,200 1,200 1,200 1,200 1,200
Mining Engineering: S. G. Farrar L. Pancer T. R. Morton	-)	Instructor Demonstrators	1,600 1,300 1,200
Faculty of Dentistry: H. H. Cummer	-	Demonstrator (part time) Dentistry	540
School of Social Work: M. Tarail Miss M. Strong	-	Instructor Lecturer	800 500

Other recommendations by the President were ap-

proved as follows:-

of the staff:-

Resignation of D.G.McCullagh

That the resignation of D. G. McCullagh, Lecturer, School of

Social Work, be accepted as of June 30, 1942.

Adjustments in salaries That adjustments be made in the salaries of the following members

Adjustments in salaries (Cont'd)

Miss M. Brookstone, Demonstrator, Department of Geography, from \$1,200 to \$1,400 for the Session 1942-43. School of Social Work:

Dr. S. K. Jaffary, Director and Associate Professor, from \$3,900 to \$4,200 per annum from October 1, 1942, for duration of the war.

Miss A. C. McGregor, Associate Director and Assistant Pro-fessor, from \$2,800 to \$3,000 per annum from October 1, 1942, for duration of the war.

Additional anpropriations

That additional appropriations be granted as follows:-

Faculty of Dentistry:
"Demonstrators" (to provide for the appointment of Dr. H. H.
- \$540 Cummer - vide folio 176) School of Law: 50 "Office and Classroom Supplies"

Authority to Dean Young to make necessary transfers of students

That owing to the unprecedented registration in the First Year of the Faculty of Applied Science and Engineering, which has raised the question of restricting the numbers allowed in Chemical Engineering and other departments, Dean Young be authorized to take whatever steps may be necessary regarding transfers from departments that have excessive numbers of students.

Bursaries in First Year of Applied Science

That a bursary of \$165.00 be awarded to each of the following applicants enrolled in the First Year of the Faculty of Applied Science and Engineering: -

Port Credit

Kenora Kitchener-Waterloo

A. A. Brait
S. W. Forstrom
H. B. Keller
W. E. A. Rispin
J. M. Rosborough Chatham North Bay

Bloor St. Collegiate, Toronto. D. M. Stringer

National Service Training Courses for women

That the following courses of instruction for women undergraduates in connection with the Women's National Service Training be made compulsory subject to exemptions of groups as specified, and of individuals as may be determined by a Special Committee consisting of -

> Chairman Deans of Women:

The Registrar of the University Miss M. B. Ferguson Miss J. Macpherson Mrs. W. A. Kirkwood

Dr. Victoria Mueller Miss A. E. M. Parkes

Value	Total requirement	Total requirement	One half total re- quirement	One half total re- quirement	One half total re- quirement)ne half total re- quirement	Combine to make one half total require-ment	Combine to make one half total require-ment.
Hours	60 hours instruction Tand practical work. Extends through both terms	20 hours lectures 60 hours hospital ward duty. Course completed within one term.	15 hours instruction C with additional practice. One term.	20 hours instruction (with additional field observation, One term.	30 hours instruction (and practice. One term.	30 hours practical work. One half total re- One term.	15 hours and 15 hours. One term.	15 hours and 15 hours. One term.
Maximum Registra- tion per term	200	100	20	150	150	25	150	150
Who may enrol	II, III and IV Years	Preference given to III and IV Years	Preference given to III and IV Years	II, III and IV Years	II, III and IV Years	II, III and IV Years	Preference given to II Year	Preference given to II Year
Instruction by		U.of T. School of Nursing	Institute of Child Study	Faculty of House- hold Science	School of Physical and Health Education	University Women's War Service Committee	U.of T. Civilian Defence Organiza- tion; and Red Cross	U.of T. Civilian Defence Organiza- tion; and to be arranged
Course	1. Canadian Red Cross Corps, U. of T. Detachment (see separate announce- ment for details)	2. Training as Hospital Nursing Aids	3. Training as Volunteers in Civic Day Nurseries	4. Lecture Course in Nutrition	5. Training in Recreation Leadership	6. Red Cross Sewing	7. Civilian Defence (A.R.P.) and Home Nursing (Certificate Course)	8. Civilian Defence (A.R.P.) and First Aid (Certificate Course)

National Service Training Courses for Women (Cont'd)

WOMEN'S NATIONAL SERVICE TRAINING

(approximately 60 hours for academic year)

The growing conviction on the part of women undergraduates that they should be playing their part in the national emergency in line with the service that is now being required of all women by the Government has led to the introduction of this series of courses in Training for National Service. This programme is designed to make possible a measure of national service without interfering with the completion of the student's academic course and so impairing her future value to the country as a fully trained University woman.

There is no requirement for students in professional courses

There is no requirement for students in professional courses nor for students in the First Year.

Students will register with their respective Deans of Women on September 23, 24 and 25 on official forms to be provided.

Students will indicate four courses in order of preference and will be allocated at the discretion of the Committee in charge.

Instruction will for the most part occur on Tuesdays and Thursdays, 4 to 6 p.m., when academic lectures and laboratories give place to military training for men. Practical work will be arranged in accordance with individual timetables.

Applications of Internees not accepted

The President presented applications for admission to the University from the following list of Internees, which had been accepted by the Committees on Admission and recommended by the

Paul Michael Pfalzner Walter Franz Hitschfeld Peter Wolfgang Gustav Neurath Joseph Eisinger Werner Benjamin Bruck

Paul Mandl F. D. Hoeniger

Heinrich Wolf Albert Schild Wilhelm Low Rolf Duschenes Ernst Schanzer Martin Ostwald Thomas Gustav Rosenmeyer

Upon motion of Mr. Bryce,

Seconded by Mr. Neilly,

The Board decided not to accept these applications.

Communications were presented and dealt with as

follows: -

President:-

Additional paragraph (No.11) to Student Aid agreement

From the Honourable Humphrey Mitchell, Minister of Labour, Ottawa, transmitting the following additional regulation in connection with the agreement for Student Aid. This further provision, which covers assistance, under different arrangements, to First Year students in certain types of Engineering and Science, received the approval of the Board:-

Additional paragraph (No. 11) to Student Aid agreement "Par.11. In addition to the students referred to in Regulation 1, assistance may be given to first year students (men or women) in science (physics, chemistry, mathematics) or engineering (civil, mechanical, electrical, chemical and metallurgical) who sign an agreement as in Regulation 1. Such students shall be selected by a committee or committees composed of a representative of National Selective Service (Chairman), the Regional Director of the War Emergency Training Programme or his representative, and a representative of the Provincial Department of Education with one or more representatives of the Universities acting in an advisory capacity as requested by the committee. Selections shall be made from secondary school students who on matriculation obtained good standing in science and mathematics, and who cannot enter a University course without financial assistance. The committee shall determine the number to enter each University and the course to be followed (having due regard to the preference and aptitude of each student). The maximum assistance per student shall not be in excess of \$300.00 for the year. These students may be required to accept employment prior to graduation or to enter a special course of study."

Mining Engineers excluded from Student Aid In this connection a letter was also presented from Mr. R. F. Thompson, Supervisor of Training, Department of Labour, informing the President, in answer to his enquiry, that Mining Engineers were intentionally omitted from the list of students eligible to participate in Student Aid, as it was considered by the Committees concerned that there was no necessity of increasing the number of students ordinarily registered for mining engineering. The President was requested to write to Mr. Thompson stating that the Board were quite unable to approve of the Department's action.

Dental students not to pay fees until October 5 to permit of aptitude tests

From Dean Mason requesting that applicants for the First Year in Dentistry be not compelled to pay their fees until October 5, the final date of registration, as owing to there being more applicants than could be accommodated aptitude tests were to be given on which to base the selection of students. These arrangements were approved by the Board.

Donations -

The following donations were reported and were

accepted with thanks and appreciation:-

National Research Council: \$15,000.00 for Project F.E.6444, Physics, Burton-Pitt 2,000.00 " " P.E.5, Physics, Burton-Wilhelm 1,830.00 " " A.M.2, Aviation Research - Psychology

Department of National Defence - Army:

\$\begin{align*} 2,000.00 & for Project FE 16904, C.W.517 - Gordon, Chemistry 500.00 " " FE 16904, C.W.510 - Young, Bio-Chemistry Miscellaneous:

\$13,530.00 from Department of National Defence for residence accommodation, etc., for personnel of R.C.A.F. taking Radio Mechanics' Course, from August 9 to 30. 450.00 from the Robert Simpson Company Limited in payment of Northern Ontario Scholarships for 1942.

Bequest under Will of late Richard Stephen Creagh

The Bursar also reported a bequest to the University under the Will of the late Richard Stephen Creagh of 2/7ths of the residue of his Estate of approximately \$500.00 for Cancer and Diabetes Research; upon the Bursar's recommendation any monies received to be credited to Banting and Best Department of Medical Research.

Use of University properties - The following arrangements were approved by the

Board in connection with the use of University properties:-

86 Queen's Park

No. 86 Queen's Park: This house is being vacated by the Canadian Women's Army Corps about October 1, 1942, and is to be used as a Women's Residence for Graduate Students who formerly occupied No. 49 St. George Street. No. 49 St. George Street:

49 St.George Street

This house is to be turned over to the Government at a rental of \$500 per month, including certain services, and will be used for war work to be undertaken by Professor A. Pitt of the Depart-

78 Queen's Park

used for war work to be undertaken by Professor A. Pitt of the Department of Physics.

No. 78 Queen's Park ("Holwood"):

In accordance with a request presented by the Chairman and the President, this property is to be turned over to the Women's Auxiliary Force for the Royal Canadian Navy at a rental and under conditions to be determined by conference with the Naval authorities; the details to be approved either by the Board of Governors or by the Chairman and the Proceedings of the Chairman and the Proceedings of the Chairman and the Chairman and the Procedure of the Chairman and the Procedure of the Chairman and the Chair man and the President in consultation with the Superintendent, and re-

Economics Building

ported to the Board.

Economics Building, No. 273 Bloor Street West:

The western end of the basement in this building is to be turned over to the Government at a rental of \$100 per month for the use of Meteorologists.

Articles of furniture remaining in "Holwood"

In connection with the permission granted by the Board for the use of "Holwood" for the Women's Auxiliary Force of the Royal Canadian Navy, the Bursar drew the Board's attention to the fact that under their instructions of October 26, 1939, he had been given authority to purchase certain articles of furniture remaining in the premises, as listed in a statement referred to in letter from the National Trust Company of October 24, amounting to \$1,463.00. In view of the fact that many of the articles thus listed had since been removed,

It was moved by Mr. Ross, Seconded by Hon. Dr. Bruce,

That the Chairman inform Sir Ellsworth Flavelle that under these circumstances the Board feel that it should not be called upon to make any payments in connection with the articles contained in the premises until the list of articles remaining has been revised.

National Selective Service regulations

In the recent legislation regarding National Selective Service, Provincial Governments were excluded. The Bursar had interpreted the regulations as not applying to the University in view of the exemptions previously granted by the Dominion of Canada and United States Governments in classifying the University as an arm of the Government of the Province of Ontario. The Superintendent, however. considered it necessary for him to take advantage of the regulations in order to obtain sufficient staff. After discussing the matter with the Chairman and the Superintendent the Bursar consulted the University Solicitor, who concurred in the Bursar's opinion as set out in the following letter:-

"C. E. Higginbottom, Esq., Bursar, University of Toronto, Toronto, 5.

Dear Mr. Higginbottom: -

In accordance with your instructions I have considered the question of whether the National Selective Service Regulations are applicable to the University.

Regulation 2 (f) (1) provides that an employee within the meaning of the regulations shall not include a person employed by His Majesty in right of any Province. You will remember that in dealing with the matter of the five per cent tax on bonds we took the position that the University of Toronto is an emanation of the Crown and an arm of the Government under complete and effective control of the Lieutenant-Governor in Council. In this connection I would refer you to my letter to the Commissioner of Income Tax of April 13, 1940, a copy of which you have. The Commissioner accepted our submissions in this regard and ruled that the University was not subject to tax.

If I am correct in my opinion that the University is an arm of the Provincial Government, and, as stated above, the Commissioner accepted this view, then I think it follows that the University is not subject to the Selective Service Regulations and that any person employed by it is employed by His Majesty in right of the Province of Ontario.

Yours very truly,

September 18, 1942.

(Sgd) Hamilton Cassels"

The Board confirmed the Bursar's interpretation that the University, being an arm of the Government, was exempt from these regulations.

No.1 Canadian Army Course

The Board also confirmed the following arrangements which the President reported had been made with the Department of National Defence in connection with No. 1 Canadian Army Course to be held at the University:-

No.1 Canadian Army Course (Cont'd)

160 candidates are to be enrolled and this number will probably be reduced to 150 by examination. The Government is to pay the University \$621 for each student for a course of 33 weeks, commencing October 10, 1942, this amount being divided into \$266.25 for tuition, and \$354.75 for board, lodging and recreational privileges; 75% of the total cost to be paid at the beginning of the course and the other 25% to be paid upon its termination.

Officers and men who are not taking the course but who are

here in an administrative capacity would be charged only for room and

board and recreational facilities at the rate of \$354.75 each.

Inauguration of pre-payent of fees

The Bursar reported that the inauguration this Session of the pre-payment of fees for all Colleges and Faculties, in accordance with the recommendations adopted last year, had proved extremely satisfactory. Twelve students recommended by Professor McAndrew were employed to act as cashiers and marshals, and during the period from September 19 to 23 inclusive approximately \$300,000 was collected. The members of the Board who saw the system in operation in Examination Hall, viz: The Chairman, the President, Mr. Ross and Mr. Morrow, were very favourably impressed, and thought that a considerable advance had been made in simplifying and expediting the collection of fees and the registration of students. The Board gave instructions that the Superintendent be requested to set aside the equipment used for the cashiers' cages for similar occasions in the future.

Report of Special Committee re Sir Frederick Banting

The following report of the Special Committee appointed to consider a suitable recognition of the work of the late Sir Frederick Banting was read as follows and approved:-

"To the Board of Governors, University of Toronto.

Lectureship.

Gentlemen: -

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, September 21, 1942, at 4 p.m., at which the following were present - Mr. Morrow (in the Chair) The Pr The President

The Bursar as Secretary The Chancellor Further consideration was given to the form in which the Golden Book in commemoration of Sir Frederick Banting was to be prepared. It was decided that this book should be in bound form, somewhat similar in appearance to the Minute Book of the Board of Governors, with a suitable inscription on the front, and that it should contain the following material, in addition to any future proceedings:-

Photograph of Sir Frederick Photographs taken on the occasion of the address of Dr. C. J. Mackenzie at the inauguration of the Banting

3. Minutes of the meetings of the Committees -(a) Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death.

(b) Committee to consider a suitable recognition of the work of the late Sir Frederick Banting.

Report of Special Committee re Sir Frederick Banting (Cont'd)

The programme and resume of proceedings inaugurating the 4. Banting Lectureship.

Addresses given -5.

(a) The President (address at Sir Frederick Banting's funeral)

(b) Presentation of medals by Lady Banting

(c) Sir William Mulock (d) Formal address of Dr. C. J. Mackenzie 6. A sketch of the life of Dr. Banting by Dr. V. E. Henderson

Respectfully submitted,

September 21, 1942.

(Sgd) F. K. Morrow Chairman of Committee"

Toronto Conservatory of Music statement

The financial statement of the Toronto Conservatory of Music for the fiscal year 1941-42 was presented and was deferred for consideration to the next meeting.

Conservatory's Annual Meeting

The Chairman informed the Board that the Annual General Meeting of the Conservatory was to be held on Wednesday, October 7, and authority was given the Chairman, the President, Mr. Bryce and Mr. Morrow, to attend this meeting and represent the University, any one of whom was to cast a vote for the election of the Governors of the Conservatory for the ensuing year, including two members of the University Board to act as Controlling Members. It was understood that Mr. Bryce would act on behalf of the Board.

Students' Administrative Council annual statement

The audited Annual Statement of the Students' Administrative Council was presented and was referred for consideration to the Chairman of the Finance Committee, Mr. Ross.

Articles in "Varsity" re opening of present Session

Various matters were discussed in connection with the opening of the present Session at the University, many of which were referred to in the first and second issues of "The Varsity", and the Secretary was instructed to send copies of these issues to each member of the Board.

Change in hours for lectures on account of power shortage

The President informed the Board that Mr. Harry Tate of the Toronto Transportation Commission had consulted him in connection with arrangements being made at the University to change the hours for lectures, in view of the power shortage, and as a result it had been decided that commencing on Wednesday, September 23, University and College classes would begin at 8:30 a.m. and continue until 4:30 p.m. instead of beginning at 9:00 a.m. and continuing until 5:00 p.m.

Workers'
Educational Association grant
provided
by the
Province
direct

The Secretary reported that Mr. H. H. Campbell, Accountant in the Provincial Department of Education, had informed him that the Prime Minister had provided \$4,000 about the middle of August for the Workers' Educational Association, to be paid by the Ontario Government direct, following deputations from various Labour groups.

moard's expression of pleasure at return of Chief Justice Rose The Chairman expressed to Chief Justice Rose the pleasure of the Board at his being able to attend the University Board meetings again, and conveyed the wish of all present that he would enjoy better health in the future.



The meeting adjourned at 6:30 p.m.

Minutes confirmed.

Laumsonmina

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, October 8th, 1942, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Hon. Dr. Kelly
Dr. Anderson
Hon. Dr. Ferguson

Mr. Rogers
Mr. Neilly
Mr. LaBine
Mr. Bryce
Hon. Dr. Bruce
Mr. Osler
Chief Justice Rose

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Morrow Mr. Ross Mr. Duncan

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were dealt with: -

In connection with the Board's decision not to accept the applications of certain released internees,

It was poved by Dr. Gibson, Seconded by Hon. Dr. Ferguson,

And Resolved - That the matter be re-opened for considera-

tion as early as possible, and that the Heads of the Federated Colleges be consulted before taking any further action; it being understood that in the meantime the registration of these internees be not accepted.

Appointment of
Committee
re National Selective
Service

Re-opening of

atter of released

internees' applications for admission

The Chairman reported that as the Superintendent had advised him that it was difficult for him to follow the instructions of the Board regarding the National Selective Service regulations, he had instructed

Appointment of
Committee
re National Selective
Service
regulations
(Cont'd)

the Superintendent to use the facilities of the Service when necessary, and the following Special Committee was appointed to consider the University's position in connection with these regulations:-

Mr. LaBine (Chairman) Dr. Gibson
The Chairman of the Board Mr. Ross
The President Mr. Bryce

Confirmation by Department of Labour of exclusion of Mining Engineers from Student Aid The President stated that in accordance with the request of the Board he had advised Mr. R. F. Thompson, Supervisor of Training, Department of Labour, that the Board were of the opinion that students in Mining Engineering should be included among those eligible for financial assistance, and that in his reply Mr. Thompson had stated that as a result of their survey it was learned that the supply of Mining Engineers on hand was sufficient to take care of the demand, but that if the situation should alter he was quite certain that the Wartime Bureau of Technical Personnel would be prepared to give every consideration to their inclusion in the future.

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1942-43

Faculty of Arts: T. R. Maxwell	- Class Assistant, Anthropology	\$200
Botany: C. D. McKeen	- Demonstrator (cancelling pre- vious appointment vide folio 175)	960
Mrs. N. Nolan	- Laboratory Attendant, Septmber 29 to June 30 \$30 pe	r mo.
M. Baldwin	- Honorary Lecturer, Fine Art, for Easter Term without s	
Geology: S. A. Ferguson J. Claveau	Class Assistants	\$250 250
Physics: A. Smith H. Sims	Demonstrators	2,100
Assistant Demonstrators: Mrs. C. Morrison To be paid at the rate D. W. Boyd R. F. Couch J. H. Henry R. Muller Faculty of Medicine: Anatomy:		800
Demonstrators: R. G. MacKenzie M. R. Abel G. A. Graham J. C. Watt	- October 1 to March 31 - October, November and December - to receive the remainder of the \$200 paid by the School of Nursin to Professor C. G. Smith on leave	

ppointments (Cont'd)

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Faculty of Medicine (Cont'd):

H. E. Edwards
G. P. Hamblin

H. Edwards
One of Medicine (Cont'd):

H. Edwards
                                                                                   Paediatrics
School of Hygiene:
       Physiological Hygiene:
Mrs. R. Townsend ) Research Assisted Mrs. G. A. McCann ) September 18 to Faculty of Applied Science and Engineering:

Chemical Engineering:
E. T. Williams - Instructor
                                                                            ) Research Assistants, $70 per mo.
) September 18 to June 30 70 " "
                                                                                                                                                                               $1,200
            Demonstrators:
      W. G. MacElhinney - $1,100 H. Hipkin
L. H. Dakin 925 C. M. Humber
W. F. Graydon 925 C. Romanovsky
F. A. DeMarco 462.50 R. M. Mathieson
A. Tosoni 900
A. V. DeLaporte - Special Lecturer, Sanitary Che
R. C. Henderson - Demonstrator, Electrical Engin
                                                                                                                                                                                 1,000
925
                                                                                                                                                                                         925
                                                                                                                       R. M. Mathieson
                                                                         - Special Lecturer, Sanitary Chemistry 150
- Demonstrator, Electrical Engineering 1,100
       Engineering Drawing:
                                                                                                                                                                                        1,500
            D. P. Scott
                                                                            - Instructor
           Demonstrators (part time):
H. J. Franklin $350
J. W. Speight 350
W. R. Sumner 350
F. E. Deloume 800
H. E. Occomore - Demonstrators
                                                                                                                   W. E. Lehman
J. H. Wagnorn
J. Gurland
                                                                                                                                                                                        350
                                                                                                                                                                                       350
                                                                                                                                                                                        500
                                                                                                                                                                                 1.300
                                                                            - Demonstrator
       Mechanical Engineering:
             Demonstrators (part time):
A. D. Hogg $350
 A. D. Hogg
W. D. Drummond
Faculty of Dentistry:
                                                                                                                        J. B. Bryce
                                                                                  350 D. W. Knowles
                                                                                                                                                                                          350
       Demonstrators:
             Dentistry:
                                                                     540
250
                  K. R. Harris
J. D. Purves
E. E. Colley
M. R. Culbert
                                                                                                   J. B. Pepper
O. J. Yule
                                                                                                                                                                                          270
                                                                                                                                                                                          540
                                                                        - October 19 to June 30 250
- part time 465
- Lecturer (part time) Dental Praxis 150
- Associate in Dentistry, October 10
to June 30 560
       T. R. Marshall
 W. J. S. Jackson
                                                                          - Demonstrator, Dental Anatomy $280 addi-
       Miss D. F. J. Berry
                                                                                                                                                                                   tional
  School of Nursing:
                                                                          - Lecturer in Surgery
- Lecturer on Development of Modern
Educational Thought
                                                                                                                                                                                        $100
       W. K. Welsh
C. E. Phillips
                                                                                                                                                                                           200
                                                                          - Lecturer in Biology
                                                                                                                                                                                           300
        Dr. Norma Ford
                                                                          - Lecturer in Blology 500
- Special Lecturer in Medicine 40
- Special Instructor in Nursing, $100 per mo.
- do. 2 mos. 100 " "
        J. H. Elliott
Mrs. Mary M. Gow
        Mrs. Mary M. Gow
Miss B. Shenstone
Mrs. Gladys Adams
                                                                            - Stenographer (part time) September
                                                                                 15 to June 30
  School of Physical and Health Education:

M. I. Runker - Demonstrator, Applied Physiology
                                                                                                                                                                                        $500
        M. I. Bunker
   Ontario College of Education:
                                                                              - Lecturer in Methods in Agriculture 300
        N. Davies
A. C. Lewis
                                                                               - Instructor in Courses for Degrees
                                                                              in Pedagogy
- Instructor, University Schools, from
October 1 during absence of W.B.
       H. A. Grainger
                                                                                                                                                                  $350 per mo.
                                                                                       Gray
  Special Research:
        Banting and Best:
                                                                          - Stenographer, October 1 to June 30
                                                                                                                                                    $80 per mo.
             Miss E. M. White
                                                                                       at.
         Miss M. C. Burgoyne - Assistant, do.
                                                                                                                                                                        70
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Department of University Extension and Publicity:
Appoint-
                     Course in Occupational Therapy:
ments
                        Instructors:
(Cont'd)
                          Miss H. P. LeVesconte - Chief Instructor and Supervisor
                                                           of the Course
                                                                                                       600
                                                                                                      1,200
                          Mrs. Alda I. Graham
Miss D. V. Despard
                                                       - Occupational Therapy
                                                               do.
                                                       - Art and Applied Design
                                                                                                      1,000
                          Miss I. Loudon
                                                       - Physiology
                                                                                                         150
                          E. Fidlar
                           Institute of Child Study - Child Study
                          Miss C. Baldock
                                                      - Practical Application
                                                                                                         100
                          J. H. Ryan
Miss Nora Lea
                                                       - Bookbinding
                                                       - History and Practice of Social Work
                                                                                                         100
                          Ontario College of Art - Plastic Arts, Metal Work
Dr. Ruth Franks - Psychiatry
G. W. Howland - Neurology (18 lectures)
                                                                                                         900
                          G. W. Howland
A. T. MacLachlan
                                                        - Wood-working and Machine Shop Work 1,200
                          Toronto Association of
                            Occupational Therapy - Use of rooms for classes. Stanley Ryerson - Health Education
                          E. Stanley Ryerson
                                                                                                         300
                          Mrs. Jessie Kidd - Remedial (
Dr. Jessie A. McGeachy - First Aid
                                                       - Remedial Gymnastics
                                                                                                          60
                          Miss Elsie Jackes - Occupational Therapy (10 clinics)
                                                                                                         100
                                                                                      8
                                                                                                          80
                          Miss Grace Brown
                                                           do.
                                                       - Occupational Therapy in Ortho-
                          Mrs. Donald Long
                                                          paedic Cases (10 lectures)
                     Course in Physiotherapy:
                        Instructors:
                                                       - Chief Instructor, Physiotherapy
                                                                                                      2,400
                          Mrs. Rebecca Finley
                          Mrs. Florence Woodcock - Massage in Physiotherapy
                                                                                                      1,200
                                                       - Therapeutics and Use of Machines,
                          W. J. Gardiner
                                                           and Supervision of the Course
                                                                                                         500
                                                           in Physiotherapy
                                                                                                         600
                          Dr. Margaret R. Abel
                                                       - Anatomy
                          Miss K. I. McMurrich
Dr. E. Fidlar
                                                                                                         600
                                                       - Anatomy
                                                                                                         300
                                                       - Physiology
                          Dr. Jessie A. McGeachy - First Aid
                          School of Nursing
Hospital for Sick
                                                       - Instruction in Bedside Nursing
                             Children
                                                                                                          60
                                                       - Use of Pool for instruction
                          Department of Physics - Physics
                                                                                                         125
                          Dr. Ruggles George
                                                       - Anatomy
                          Miss Dorothy Gatird
                                                       - Pianist for Classes in Gymnastics
                                                       - Supervision of students at Toronto
                          Mrs. Sally Norell
                                                           Western Hospital
Representa-
                   School of Nursing:
tives of
                     Representatives on the Council of the School:
                        School of Hygiene - Dr. R. D. Defries Dr. D. T. Fraser
Dr. F. H. Fraser
Department of Paediatrics - Dr. Alan Brown
Department of Medicine - Dr. Duncan Graham
Department of Zoology - Dr. Norma Ford
other Facul-
ties on
School of
Nursing
Council
                        Faculty of Dentistry - Dr. A. D. A. Mason
Department of Surgery - Dr. E. S. Ryerson
Department of Obstetrics - Dr. W. A. Scott
Department of Psychology - Dr. K. S. Bernhardt
Department of Psychiatry - Dr. C. B. Farrar
                        School of Social Work
                                                        - Dr. S. K. Jaffary
                        Department of Anatomy
                                                        - Dr. R. K. George
                        Ontario College of Educa-
                           tion
                                                        - Dr. C. E. Phillips
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List of Council reto be taken as read but included in minutes

In this latter connection the Board adopted Dr.

presentatives Bruce's recommendation that in future the lists presented by the President for appointments of the members of the staff to the various Faculty Councils be taken as read, and that the names be listed in the minutes of the Board.

Other recommendations by the President were ap-

proved as follows:-

Dr. H. A. Cates' salary changed

That the salary of Dr. H. A. Cates in the School of Physical and Health Education be changed from \$500 to \$800.

Transfer from Mallberg Bequest to pay Professor T.A.Allcut That the sum of \$500 be transferred from the Wallberg Bequest to "Salaries - Faculty of Applied Science" in order to pay Professor E. A. Allcut, Department of Mechanical Engineering, as a partial compensation for important research undertaken by him without remuneration during the Summer.

Part-time leave to Professor K.B.Jackson to do war rearch, and payment to two assistants from his salary

That Professor K. B. Jackson, Department of Applied Physics, be permitted to have time away from the department during the present term to complete an important research for the National Research Council, and that for the months of October, November and December, 1942, a total of \$300 be deducted from his salary, \$50 per month for each of these three months to be paid to Messrs. L. E. Jones and E. L. Dodington of the staff of the Department of Applied Physics.

Return of Dr. S. M. Campbell to Department of Therapeutics That Dr. S. M. Campbell, who has returned to Canada from Active Service, resume his position as Junior Demonstrator in Anaesthesia, Department of Therapeutics, with an honorarium of \$150 per annum.

Appointment of Miss M. Nicholas in Therapeutics and payment of substitute until arrival of Miss Nicholas

That Miss Mabel Nicholas be appointed to succeed Miss F. R. Hills as Assistant in Physical Therapy in the Department of Therapeutics at a salary at the rate of \$300 per annum, the salary to begin from the date on which Miss Nicholas arrives to take up her duties, and that in the meantime Miss Pita Harland be paid \$20 per month as a temporary Assistant until Miss Nicholas arrives.

Appointment of S.J.Key, Fine Art, with salary to be aplied to fees That Mr. S. J. Key be appointed as Reader in the Department of Fine Art for the Michaelmas Term 1942 at a remuneration of \$75., which is to be paid to the Bursar on account of Mr. Key's fees in the School of Graduate Studies.

Promotion of Miss D. Hilner, University Extension

That Miss Dorothy Milner be promoted from the position of Assistant to that of Secretary of the Department of University Extension and Publicity, the salary remaining unchanged.

Leave of absence to Miss E. Hargreaves, and recommendation for retirement on pension

That Miss Elizabeth Hargreaves, Assistant in the Registrar's Office, who has been unable to attend to her duties on account of ill health, be granted leave of absence to 31 December, 1942, on full salary, and that she be retired on pension from 1 January, 1943, on the ground of disability.

Note: (The above pension would be subject to certification of disability and approval of Pension Committee.)

Additional appropriations

That the following additional appropriations be granted:-

Engineering Drawing:	A
"Apparatus"	\$1,000
(to be taken from the funds of the Wallberg Bequest)	
Chemical Engineering:	
"Laboratory Attendants"	500
with authority to pay experienced men \$18 per week	
commencing with the pay cheque of October 10, 1942.	
Electrical Engineering:	
"Demonstrators"	800
to provide for the appointment of Mr. R. C. Henderson,	
vide folio 189.	
Dentistry:	
"Demonstrators"	735
to provide for the appointments of Dr. M. R. Culbert,	
vide folio 189, and for a part-time Demonstrator to	
be named later.	
University Extension and Publicity:	
"Course in Occupational Therapy"	10,000
"Course in Physiotherapy"	7,000
"Course in Physician Courses)	200
"Course in Radio (Summer Session - Other Courses) -	200
School of Physical and Health Education:	500
"Demonstrators"	300
to provide for the appointment of Mr. M. L. Bunker	
vide folio 189.	

Fee for Examination in Minor Methods of the Elementary Commercial Course, O.C.E.

That a fee of \$10 be charged to each candidate for the Examination in Minor Methods of the Elementary Commercial Course, which has been approved by the Minister of Education owing to the suspension for the duration of the war of the Department of Education Summer Courses for Teachers.

Postponement of fees of Miss Ewa Neuwelt, and award of a Bursary

That upon motion of Dr. Gibson the fees of Miss Ewa Neuwelt, First Year Pass Course, University College, be postponed until the end of the war, and that she be granted a bursary of \$100 for the Session 1942-43; this being the first instance in which the Board approved of a postponement of fees on account of the war for a student whose parents are residing in Canada.

Parsary wards in University College, and additional appropriation

That the following awards of Bursaries for 1942-43, recommended by the Council of University College and totalling \$6,600.00, be approved and confirmed, and that in order to provide for these awards and for the bursary of \$100 awarded to Miss Ewa Neuwelt the sum of \$200 be added to the appropriation for "Bursaries":-

NAME	RECORD	AMOUNT	IN	OUT
Aluf, I.	TT 4	\$ 50	"	
	II.4	"	11	
Apple, B.	III Crede P	7 5 50		17
Bailey, F. Bairstow, D. S.	Grade B. II.I	100	11	
Balmer, F. L.	III	50	11	
Beames, R.	II.7	100	11	
Blockley V	III	100		***
Blockley, V. Bricker, Miss B.	ī.ī	7 5	11	
#Burks, J. L.	ī	75	11	
Byrne, J.	ÎH	100		11
Callan, Miss M. N.	ΪΪΪ	100		11
Cameron, R. P.	II.4	100	11	
Campbell, Miss W. A.	II.8	125		11
#Cass, E.	II.6	50	11	
#Clennman, M.	II.1	50	17	
Clinch, H. A.	III	50	11	
Conwert T F	II.9	100	11	
Conway, J. E. Cowan, L. G.	I.2	125		11
Cowie, Miss M. J.	ii.II	100		11
Cumbonland Miss T D		75	11	
Cumberland, Miss J. R	II.I	100		11
Dallyn, F. J.	III	7 5	11	
Day, Miss I.	Entrant	75 75	11	
Dixon, A.	Grade A	125		11
Fairey, Miss D. L.	II.6	125		17
Ferguson, Miss M. E.	III	150		17
Fraser, S. H.		50	11	
#Freedman, Miss T.	II.5	75	11	
Gowans, A. W.	I.I	75 75	#	
Graham, Miss M. B.	I.2	50	17	
#Greenblatt, Miss E.	II.7	75	17	
Howard, F. L.	II.7	100	11	
Holdsworth, B. H.	II.2	100	17	
Johnson, V. G.	II.3	100	11	
Johnstone, C. K.	Entrant	75	11	
#Kates, M.	I.7	150		11
Kerr, J. W. M.	II.I	100		17
Knowles, J. W.	II.2 II.5	100		11
Latimer, R.		100		11
Leigh-Mallory, Miss II	I. II.5 Entrant	100	11	
Lennox, D.	III	150		11
Loffmark, R. R.	I.1	150		11
Lustig, Miss M.	Entrant	125		11
McCaffrey, G.	II.1	100		17
MacDonald, J. S.	L.1	125		11
McLeod, H. G.	II.3	100		17
Marshall, R. J.	III	75	11	
Nicholls, W. M.	II.14	100		11
Robinson, R. B.	II.2	75	11	
#Rosenberg, A. L.	II.1	75		11
Ruwald, D. A. E.	III	50	17	
#Samoloff, J.	II.1	75	11	
Sanders, J.		75		11
Sanders, J. Serson, Miss E. J.	II.5	125		17
Shear, Miss M. S.	II.8	150		

Bursary	NAME	RECORD	AMOUNT	IN	OUT
Awards in		Transfer	\$ 75		11
University	Shepherd, R. G.	II.8	50		17
College	#Shiff, Miss S.	III	75	11	
(Cont'd)	Shreeve, Miss G.	II.1	50	11	
	#Shulman, M. L.	III	75		11
	Sinclair, D. R.	II.6	100		11
	Sincleir, Miss E. G.		150		17
	Slattery, J. M.	I.4	100	11	
	#Snyder, Miss B.	I.1	50	11	
	#Somers, G. G.	II.1	125	11	
	Smith, G.	Entrant	125		17
	Swallow, H. C.	II.6		11	
	Taillefer, Miss R.	II.4	50		11
	Turner, F. J.	Aeg.	150	11	
	Wade, P. R. W.	II.2	75		
	#Waisglass, A. A. I.	II.1	75		
	Walden, F. A.	Aeg.	75	"	17
	Watts, D.	Entrant	150	17	"
	Williamson, D.	Entrant	100	**	

#14 Jews in town - \$725.

Payment of accounts re No. 1 Canadian Army Course

The Board confirmed the President's action in authorizing the Bursar to honour accounts incurred in connection with No.1 Canadian Army Course pending the receipt of funds from the Government.

Total

Donations -

The following donations were reported and were ac-

\$6,600

cepted with thanks and appreciation:-

Department of National Defence:

Air: \$22,056.00 for tuition fees of R.C.A.F. personnel taking the Radio Technicians' Course.

Army:
76.00 for credit of Project FE 16904 C.W.517, Gordon, Chemistry
National Research Council:

3 650.00 an accountable advance for Project N.M.5, Best 500.00 for credit of Project M 1003, Lucas, Pharmacology 480.00 an accountable advance for Project N.M.13, Best 300.00 for Project N.M.12, Bateman, Banting and Best Research 222.22 an accountable advance for Project P 1000-10, Synge,

Applied Mathematics
108.47 for credit of Project A.M.27, Black, Banting and Best
Research

63.20 for credit of grant in connection with Surgery - Gallie.

Arrangements for use of 78 Queen's Park The President presented a letter from the Superintendent outlining the proposed arrangements for the use of No. 78 Queen's Park by the Women's Auxiliary Force of the Royal Canadian Navy, and upon the recommendation of the Chairman of the Board and the President these arrangements were approved as follows:-

Arrangements for use of 78 Queen's (Cont'd)

1. The Government is to be responsible for all charges, including landlord repairs, heat, light, gas, cleaning, water and care of the grounds, but not insurance.

2. The Government is to maintain the building and grounds to

the satisfaction of the owner.
3. No alteration or addition is to be made except with the approval of the Superintendent of the University. 4. The Government is to reimburse the University for the full

amount should taxes be imposed. 5. The garage and the grounds now used for war research are to

be excluded. 6. On termination of lease, building and grounds to be restored to the satisfaction of the owner.

7. The Government is to pay for the coal at present in the building, approximately 30 tons at \$6.50 per ton.

8. Rental, at \$3,000 a year, to be for the duration of the war and six months thereafter.

Letters from Dean loung and Professor Angus re lack of Cacilities in Faculty of Applied Science, in Third and Fourth Years

The President also presented for the information of the Board a communication from Dean Young stating that in their undertaking to give instruction to all First Year students with the required qualifications who present themselves for admission to the Faculty of Applied Science and Engineering, the University may be faced with difficult problems when these students reach the Third and Fourth Years owing to lack of adequate facilities. As an example he enclosed a letter from Professor R. W. Angus, Head of the Department of Mechanical Engineering. pointing out that the First Year registration in that department is 50% above last year and 100% more than the previous year; and that while they consider the present Freshman class is not larger than is warranted by the demand for Mechanical graduates, their present facilities in the Third and Fourth Years are only suitable to efficient teaching for about half the number that will result from the present Freshman registration. Professor Angus outlines two possible ways of handling the situation: (1) operating on a shift plan which would require a substantial addition to the staff; and (2) an increase in laboratory equipment which would involve the erection of new buildings.

Itanding Committees 1942-43

Upon motion of Mr. Bryce,

Seconded by Mr. LaBine,

The Standing Committees of the Board for 1942-43 were appointed as follows: -

```
EDUCATION COMMITTEE: (7 members)
(By-Law No. 7, p. 5)
Standing
Committees
1942-43
                                                                                   Mr. Bryce
(Cont'd)
                        The Chairman
                        The Chancellor )
The President (Chairman )
                                                                                   Hon. Dr. Ferguson
Mr. Rogers
                                                            ex officio
                                                                                   (4 vacancies)
                               of Committee)
                     FINANCE COMMITTEE: (8 members)
(By-Law No. 8, p. 5)
                                                                                   Mr. Ross (Chairman)
Mr. Duncan
                        The Chairman
The Chancellor
                                                            ex officio
                                                                                   Hon. Dr. Ferguson
Hon. Dr. Kelly
Hon. Dr. McCarthy
Mr. McCullagh
Mr. Morrow
                        The President
                                                                                   Mr. Osler
                     PROPERTY COMMITTEE: (8 members)
                            (By-Law No. 9, p. 6)
                                                                                    Dr. Gibson (Chairman)
                        The Chairman
                                                                                   Mr. Burns
Mr. LaBine
Mr. McCulloch
Mr. Neilly
Chief Justice R
                        The Chancellor
                                                            ex officio
                        The President
                                                                                    Chief Justice Rose
                     COMMITTEE ON HOSPITAL RELATIONS: (4 members) (By-Law No.10, p. 7)
                                                                                    Dr. Anderson
                        The Chairman
                                                                                   Hon. Dr. Bruce
Hon. Dr. Kelly
                        The Chancellor
                                                          ) ex officio
                        The President
                                                                                    (1 vacancy)
                     COMMITTEE ON UNIVERSITY COLLEGE MATTERS: (6 members)
(By-Law No.11, p. 7)
                                                                                   Dr. Gibson (Chairman)
Mr. Bryce
Mr. Duncan
Hon. Dr. Ferguson
Mr. Neilly
                        The Chairman
                        The Chancellor
The President
                                                            ex officio
                                                                                    Chief Justice Rose
                     HART HOUSE COMMITTEE: (5 members)
(By-Law No.12, p. 8)
                        The Chairman
                                                                                    Mr. Burns (Chairman)
                        The Chancellor
                                                            ex officio
                                                                                    Dr. Anderson (Acting
                        The President
                                                                                                       Chairman)
                                                                                   Mr. Bryce
Hon. Dr. Ferguson
Mr. McCullagh
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CONNAUGHT LABORATORIES COMMITTEE: (5 members)

ex officio

Mr. Neilly (Chairman)

Mr. Osler The Chairman of the Finance Committee

Hon. Dr. Bruce Mr. Morrow

(By-Law No.13, p. 8)

The Chairman The Chancellor

The President

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Standing
Committees
1942-43
(Cont'd)
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INSULIN COMMITTEE: (5 members)
         (By-Law No.14, p.13)
  The Chairman
                                                          Mr. Morrow (Chairman)
Mr. Bryce
  The Chancellor
                                     ex officio
  The President
                                                          Hon. Dr. Ferguson
                                                          Mr. LaBine
Mr. Neilly
                     Advisory Committee: (6 members)
                                                          Dr. Duncan Graham
Mr. F. L. Hutchison
(2 vacancies)
  Dr. C. H. Best
  Dr. R. D. Defries
COMMITTEE ON STUDENTS' ADMINISTRATIVE COUNCIL MATTERS: (3 members) (By-Law No.15, p.16)
  The Chairman
The Chancellor
The President (Chairman
of Committee)
                                                          Dr. Gibson
Mr. Ross
(1 vacancy)
                                     ex officio
                       Staff Representatives:
                               Dean Beatty
Dr. W. J. Dunlop
JOINT COMMITTEE ON HOSPITAL APPOINTMENTS: (4 University members)
         (By-Law No.16, p.16)
                              The Chairman
The President
                               Dr. Anderson
                               Hon. Dr. Bruce
COMMITTEE ON RETIREMENT OF PROFESSORS: (3 members)
                              The Chairman
                               The President
                               The Chairman of the Finance Committee
CONMITTEE ON TRUSTS: (3 members)
(By-Law No. 35)
                                                           Hon. H. T. Kelly (Chairman)
Dr. Gibson
  The Chairman
  The Chancellor
The President
                                                           Mr. LaBine
COMMITTEE RESPECTING THE OBSERVANCE OF THE ANNIVE SIR FREDERICK BANTING'S DEATH: (8 members) (By-Law No. 36)
                                                           Board Members:
  The Chairman
                                                            Dr. Anderson
  The Chancellor
                                      ex officio
                                                            Hon. Dr. Bruce
Hon. Dr. Ferguson
Mr. Morrow
   The President (Chairman
          of Committee)
                                                           Faculty of Medicine Members:
                                                            The Dean
Dr. C. H. Best
Dr. Velyien Henderson
                                                             Dr. D. E. Robertson
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Investment in Third Victory Loan Authority was given for the investment of approximately \$200,000 in the forthcoming Third Victory Loan, and in the event of further funds being received which might be added to the above amount the President, Mr. Ross, Chairman of the Finance Committee, and the Bursar, were authorized to invest the additional sum. In this connection the Bursar was instructed to ascertain from the Secretary of the Insulin Committee when he would be transmitting a cheque covering a further distribution of the Insulin Committee surplus.

Current Expenditure Expenditures for the month of September, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of October and the first part of the month of November. Ordered that an Accountable Warrant for Four Hundred Thousand Dollars (\$400,000) be issued to the Bursar.

Authority for the purchase of a Burroughs Payroll Machine for the Bursar's Office The Bursar also presented a letter from Burroughs Adding Machine Company giving details of a Burroughs Payroll Machine suitable for the work of the Bursar's Office, and quoting a price of \$2,400.

Upon motion of Mr. Bryce,

Seconded by Mr. LaBine,

Authority was given for the purchase of -

1 Burroughs Style 77 20 02 Payroll Machine @ \$2,400 together with whatever equipment is necessary.

Students to help with Western harvesting In connection with the recent decision of the Selective Service Board of Canada that University students be asked to assist with the Fall Harvesting in Saskatchewan, the President informed the Board that as a large number of students from the University of Toronto intended going it was thought advisable that representatives from the student organizations of the Federated Colleges, and possibly one staff member, should accompany them. The President recommended

ftudents to help ith estern narvesting that the expenditure entailed, approximately \$500.00, be undertaken by the Board, but it was felt that such expenditure should be made by the Dominion Government.

Judeted

Minutes confirmed.

The meeting adjourned at 5:45 p. m.

Chairman.

Minutes of a Special Meeting of the Board of Governors in the Board Room, Simcoe Hall, on Tuesday, October 13th, 1942, at 10:30 a.m. to confer with the Heads of the Federated Colleges regarding the acceptance of applications for registration of released internees.

Present - Werbers of the Board

The Chairman (Dr. Macdonald)

The Vice-Chairman

The Chancellor

The Chancellor

The President

Chief Justice Rose

Mr. Bryce

Mr. Bryce

Mr. Neilly

Mr. Neilly

Mr. McCullagh

Mr. Morrow

Mr. Macdonald)

Dr. Anderson

Hon. Dr. Kelly

Hon. Dr. Eruce

Mr. Duncan

Mr. Osler

Mr. McCullagh

Mr. Rogers

The Bursar was present as Secretary.

Heads of the Federated Colleges

Principal M. W. Wallace University College
Chancellor W. T. Brown Victoria College
Provost F. H. Cosgrave Trinity College
Reverend T. P. McLaughlin, Superior, St. Michael's College

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of Mr. Ross that he would be unable to attend.

The heads of the Federated Colleges

were heard after which the following motion was presented:-

It was moved by Dr. Gibson, Seconded by Mr. Duncan,

That the applications for admission from the following released internees be accepted with the exception of the four applying for entrance to the Faculty of Applied Science and Engineering, and that the previous decision of the Board of Governors at their meeting held on September 24th to reject these applications be rescinded:-

Bruck, Werner Benjamin #Duschenes, Rolf Eisinger, Joseph Hitschfeld, Walter Franz Hoeniger, Frederick David Low, Wilhelm Mandl, Paul #Neurath, Peter Wolfgang G. Ostwald, Martin #Pfalzner, Paul Michael Rosenmeyer, Thomas Gustav Schanzer, Ernst Arts App. Sc. University Arts University Maths.& Physics Eng. Physics Eng. Lang.& Lit'r Maths.& Physics Classics Mech. Eng'g Classics Mech. En	NAME	FACULTY	ARTS COLLEGE	COURSE
Schild, Albert Arts University do.	Bruck, Werner Benjamin #Duschenes, Rolf Eisinger, Joseph #Hitschfeld, Walter Franz Hoeniger, Frederick David Low, Wilhelm Mandl, Paul #Neurath, Peter Wolfgang G. Ostwald, Martin #Pfalzner, Paul Michael Rosenmeyer, Thomas Gustav Schanzer, Ernst Schild, Albert	App. Sc. Arts App. Sc. Arts Arts Arts App. Sc. Arts App. Sc. Arts App. Sc. Arts App. Sc. Arts	University Victoria University St.Michael's University University University University University	Architecture Maths.& Physics Eng. Physics Eng.Lang.& Lit'r Maths.& Physics do. Eng. Physics Classics Mech. Eng'g Classics Soc.& Phil.Studies Maths.& Physics

#Applied Science.

After further discussion the motion was held over, and the meeting adjourned at 1:10 p.m. to Monday, October 19, at 4 p. m.

Judeted.

Minutes confirmed.

Oct. 1961942

Chairman.

Minutes of the adjourned meeting of the Special Meeting of the Board of Governors to consider the acceptance of applications for registration of released internees, held in the Board Room, Simcoe Hall, on Monday, October 19th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Chief Justice Rose
Mr. La Bine
Mr. McCullagh
Mr. Morrow

confirmed.

Dr. Anderson
Hon. Dr. Kelly
Mr. Rogers
Mr. Bryce
Mr. Neilly
Mr. Duncan
Hon. Dr. Bruce
Mr. Osler

The Bursar was present as Secretary.

As Mr. Ross was unable to attend the meeting owing to his absence in Northern Ontario in connection with the Third Victory Loan, the Chairman read a letter from him expressing his views on the matter under consideration.

The minutes of the Special Meeting were read and

able correspondence to and from Colonel Fordham, Commissioner of Refugee Camps, Ottawa, and also a letter from the Under Secretary of State, Mr. Coleman, the Board further discussed the matter, and in view of the information contained in the above mentioned correspondence the motion which had been presented to the Board at the previous meeting was withdrawn, and

It was moved by the Rt. Hon. Sir William Mulock,
Seconded by Mr. McCullagh,
That the question be referred to a Committee, to be composed of

The Chairman of the Board of Governors
The Chancellor
The President
Hon. Dr. Ferguson
Hon. Chief Justice Rose
Hon. Dr. Kelly
Hon. Dr. Bruce
Dr. Gibson
Mr. Neilly

and that Victoria, Trinity and St. Michael's Colleges be requested to

name two representatives each to join this Committee, to consider and report to this Board what action the Committee is of opinion the Board should take, touching the recommendation of the President as to the registration in the University of certain named students, all or any of them.

In addition to the applicants already listed in the minutes the name of Harry Zappler, whose application had previously been received, is to be added as an applicant for admission to the Faculty of Dentistry, together with the names of certain students of Japanese extraction whose applications have also been received.

The meeting adjourned at 5:50 p.m., and the regular meeting called for Thursday, October 22nd, was cancelled by order of the Board.

Minutes confirmed.

Chairman.

lainutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 12th, 1942, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Chief Justice Rose
Mr. Bryce
Mr. Rogers
Mr. LaBine

Hon. Dr. Bruce
Mr. Morrow
Mr. Ross
Mr. Osler
Dr. Anderson
Hon. Dr. Kelly
Mr. Duncan

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCullagh Mr. Meilly

The minutes of the regular meeting of October 8th and of the adjourned meeting of the Special Meeting of October 19th were read and confirmed.

Applications from Japanese students and released internees Arising out of the minutes the President presented the report of the Special Joint Committee appointed to consider the acceptance of applications for admission from released internees and students of Japanese extraction, and this report, a copy of which is attached to these minutes, was read to the meeting by the Secretary. After a very lengthy consideration of the report the following decisions were made:-

1. Japanese students:

Upon motion of Dr. Gibson, Seconded by Mr. Osler,

It was Resolved - That the resolution on page 4 of the report dealing with the applications of E. S. Yoshioka and Miss T. Nikaido be approved.

Consideration of the case of Mr. Saburo Takahashi, who applied for admission to the Fourth Year in Mechanical Engineering, was deferred.

Applications from Japanese students and released internees (Cont'd)

2. Released Internees:

It was moved by the President,
Seconded by Dr. Gibson,
That the following resolution on page 9 of the report
be adopted with the addition of the words "as far as possible":-

"That this Committee recommends to the Board of Governors of the University that the aforesaid persons be permitted to register in the University for the courses indicated in their applications, already accepted by the University Committee on Admissions, as far as possible."

The Secretary was instructed to record the vote

on this motion, which resulted as follows:-

<u> For</u>	Against
Dr. Anderson The Chancellor Mr. Duncan The President Hon. Dr. Kelly Dr. Gibson	Mr. Bryce Mr. Rogers Mr. LaBine Hon. Dr. Bruce Mr. Morrow Mr. Ross
Chief Justice Rose	Mr. Osler

The Chairman did not vote, having explained that Mr. Neilly, who was unavoidably absent due to a death in the family, was opposed to the acceptance of these applications and had asked the Chairman if he would pair with him, and that he had promised to do so.

The vote resulted in a tie, and therefore in accordance with the By-Laws of the Board the motion was deemed to be negatived.

Additional appropriation in Department of Chemistry for repair of fume cupboards

Upon motion of Mr. Bryce,

Seconded by Mr. LaBine,

Approval was given to the President's recommendation that a special appropriation of \$1,000 be granted for the Department of Chemistry to be applied towards the cost of putting the three fune cupboards in Professor Beamish's laboratory in proper working order. Authority for proceeding with this work had already been given by the Chairman of the Board, and Professor Kenrick stated in his letter requesting the grant that the Superintendent's estimate of the cost was \$1,225 but that Professor Gordon had offered to contribute on behalf of the Government \$225 of this amount.

Basis of owarding scholarships in Faculty of Medicine on account of accelerated courses

The Bursar reported that in connection with the accelerated courses in Medicine he had taken up with Dr. Ryerson the question of how the awards of the various scholarships and prizes would be apportioned, and the Board approved of the recommendation of the Council of the Faculty of Medicine that the following scholarships be paid on the basis of two-thirds of the amount of what would be considered the usual award, resulting in the income for two financial years being used to provide the awards for three academic years; this arrangement, of course, to be subject to sufficient income being available:-

> The B'nai B'rith Scholarship The David Dunlap Temorial Scholarships
> (a) Third Year
> (b) Fifth Year

(c) Sixth Year

The William John Hendry Memorial Scholarship

The R. S. Saddington Medal in Pathology The Chappell Prize The O.M.A. Prize in Preventive Medicine

Application for frontage license re 92 College Street

There was presented a request from Mr. Ernest G. Black, K.C., for a frontage license on behalf of Miss Kate Smith, the owner of the property at 92 College Street, and upon the recommendation of Dr. Gibson, Chairman of the Property Committee, approval was given for the granting of a license at the rate of \$40 per foot frontage.

Current Expenditure

The Bursar presented the Summary of Receipts and Expenditures for the month of October, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the Wonth of November and the first part of the month of December. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

to Chairman to take action re unfinished business

Upon motion of Mr. Morrow,

Seconded by I'r. Bryce,

Authority was given the Chairman of the Board and the President to take action and report on various matters not dealt with at the meeting.

The meeting adjourned at 6 p. m.

Confirmed.

Action taken by Chairman and President as follows at meeting on Nov.16

In accordance with the above resolution the Chairman of the Board and the President met on Monday, November 16th, 1942, with the Bursar in attendance as Secretary, and took action as follows:-

Appointments The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Administration:
Registrar's Office:
Miss B. J. I. Teagle

- Clerk in Graduates' Register Branch from 1 November \$900 per an.

For the Session 1942-43

	75		
Athletics and Physical Tra	ining - Men:		
Part-time Instructors:	- Boxing		\$100
Mel Glionna	- Boxing		250
George Daly	- Wrestling		200
Faculty of Arts:	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Mrs. W. F. Mitchell	- Reader in Hist	ory	250
R. P. Morrison	- Assistant in M	ineralogy, Oct.15	
It. I. MOZIZOW	to May 15	\$50	per mo.
Psychology:			700
Mrs. D. Palter)		300
Miss E. B. Frankel) Readers		50
Miss R. Potashin)		50
J. K. McCreary)		300
Zoology:			
Assistants:	4.00	T 173-13-	450
C. L. Peterson	\$400	L. Woodside	100
D. B. Waddell	450	H. S. Robinson	70
F. L. Balmer	70	A. R. A. Taylor Mrs. V. Black	60
F. A. Walden	70	H. M. Good	35
J. Oughton	60	n. M. Good	00
E. R. Flewelling	35		
Faculty of Medicine:	Testumen and D	emonstrator, Hygien	e
A. M. Goulding	and Preventi	ve Medicine	1,044
A MacKass	- Junior Demonst	rator in Medicine	,
A. MacKay	for duration	of the war	150
Miss E. Lowrey	- Technician. Pa	thology, Department	
miss h. howrey	of Pathology	and Bacteriology,	
	from 1 Novem	ber during absence	
	of Mrs. Dela	rue \$70	per mo.
H. E. Pugsley	- Research Fello	ow, Therapeutics	\$800
Faculty of Applied Science	and Engineering:		
Chemical Engineering:			
F. Kubath	- Demonstrator,	12 Oct. to 10	050
	April		850
H. I. Hadler	- Demonstrator,	19 Oct. to 3 Apr.	785.75
B. Noonan	- Demonstrator (7700
	Engineering	Drawing	300
Faculty of Dentistry:		Manualting for	
W. E. Secord	- Instructor in		100
	Dental Nurse	:5	100
School of Nursing:	Dogidanaa Numa	se and Supervisor of	
Miss L. Thordarson	- Residence Nurs	ce from Nov.1st	
	(vice Nice)	V.K.C.Kenney) \$948	per an.
	nlug mainter	nance valued at \$400	7 11 11
	prus marmen	Idiloo varada do pro-	

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School of Nursing (Cont'd):
  liss N. Dulmage
                                        - Instructor at the Refresher Course
                                            on the Teaching of Home Nursing
                                                                                                  $50
   Shaw Business Schools
                                        - Special Instruction
                                                                                                 $338
Department of University Extension and Publicity:
Correspondence Courses, Pass Course for Teachers:
Instructors (remuneration to be based upon the work done):
         K. Helleiner
                                        Third Year Economics
         H. A. Innis
         J. R. MacGillivray
                                        - First and Third Year English
         F. A. Smith
                                      - Second Year English
- Third Year Geography
         Beatty - Second Year Geography - Second Year Mathematics

A. Lacey - Third Year French

J. G. Andison - Second Year B
        A. Lacey
J. G. Andison
R. M. Saunders
D. G. Creighton
G. W. Brown
T. A. Gouige
K. S. Bernhardt
B. Arnold
First and Third Year Psychology
F. S. Hogg
N. W. Radforth
H. R. MacCallum
Rev. B.F.Sullivan
Rounders
First and Third Year Psychology
Astronomy
Second Year Psychology
Second Year Philosophy
Second Year Philosophy
Teachers' Classes, Toronto:
   Pass Course for Teachers, Teachers' Classes, Toronto:
       Instructors:
         M. Helleiner
H. A. Innis
F. A. Smith
N. J. Endicott
R. D. C. Finch
                                                                                                    $150
                                         Third Year Economics
                                                                                                     150
                                        - Third Year English
                                      - First Year English
- First Year French
                                                                                                     150
         Griffith Taylor
         G. Tatham
D. Putnam
Miss M. Brookstone

Third Year Geography
                                                                                                     200
                                                                                                       75
                                                                                                      180
         D. G. Creighton
G. W. Brown
                                      - First Year History
- Third Year History
         H. S. M. Coxeter
W. J. McCurdy
K. S. Bernhardt
                                        - Second Year Mathematics
                                                                                                      300
                                       - Third Year Philosophy
                                       - First Year Psychology
                                        Second Year Psychology
                                                                                                      150
          M. L. Northway
         M. B. Arnold
R. J. R. Bell
H. Boeschenstein
                                                                                                      150
                                                                                                      150
                                        - First, Second and Third Year German - First, Second and Third Year Latin
          M. D. C. Tait
          Mrs. H. A. Thompson ) Second Year Fine Art
                                                                                                      150
          P. H. Brieger
         Miss R. J. Northcott
Mrs. V. E. Dearborn
N. W. Radforth
L. Laking
                                          Astronomy
                                                                                                      150
                                            Botany
                                                                                                      150
                                                                                                       40
                                         - Library
          Miss Betty Kingston
                                                                                                       50
                                         - Lantern Operator
          J. H. Pepper
                                         - Evening service checking admissions
          J. Marshall
                                              and attendance
    Short Courses, Training Course for Firemen:
       Lecturers:
                                                                                                        10
                                         - Pumper Relay Work
 R. W. Angus
J. W. Bain
Ontario College of Education:
Miss M. Clemens
                                                                                                        10
                                         - Chemistry of Fire
                                         - Pianist in Course in Physical and
                                                                                                       400
                                               Health Education
 Connaught Laboratories:
                                                                                                       600
                                         - Fellow, 1 Oct. to 30 June
    Miss D. M. Stamatis
                                               (to be paid by the Laboratories)
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Appoint-

Special Research:

Loology: ments Research Assistants: (Cont'd) L. G. Monteith J. H. Follwell \$400 \$400 Miss B. Bott J. C. Hall 500 Miss G. Giles Banting and Best: 600 Dr. Jessie H. Ridout - Research Associate, 1 Nov. to \$2,500 per an. 30 June Toronto General Hospital:) Temporary wartime appointees in the Special Treatment Clinic, from H. W. Lore Dr. Dorothy M. Borsook July 1, 1942 - Junior Surgeon on Surgical Staff L. J. Williams Representatives were appointed to Faculty Councils Appoint ments of represenas follows:tatives Faculty of Arts: on various From Faculty of Medicine: Faculty N. B. Taylor D. Y. Solandt D. T. Fraser H. Wasteneys Councils A. M. Wynne J. C. Watt From Faculty of Applied Science and Engineering: J. R. Cockburn K. B. Jackson W. M. Treadgold W. J. T. Wright R. R. McLaughlin From Faculty of Household Science:
Dr. C. C. Benson Dr. Jess
From Faculty of Forestry: Dr. Jessie B. Brodie R. C. Hosie From Faculty of Music: Leo Smith Faculty of Applied Science and Engineering: From Department of Mathematics: S. Beatty I. R. Pounder From Department of Applied Mathematics: J. L. Synge From Department of Chemistry: F. B. Kenrick
J. T. Burt-Gerrans L. J. Rogers From Department of Geology: A. MacLean E. S. Moore G. B. Langford From Department of Mineralogy: J. E. Thomson A. L. Parsons M. A. Peacock From Department of Physics: L. Gilchrist E. F. Burton J. Satterly Faculty of Dentistry:

From the Royal College of Dental Surgeons:

Don W. Gullett F. A. Blatchfore
From the Faculty of Arts: Harvey W. Reid F. A. Blatchford E. F. Burton E. J. Pratt J. M. Anderson W. H. T. Baillie W. H. Pierson F. R. Lorriman From the Faculty of Medicine: G. H. W. Lucas Duncan Graham V. E. Henderson J. C. Watt N. B. Taylor H. Wasteneys From the Faculty of Applied Science and Engineering: W. J. T. Wright Faculty of Household Science: From the Faculty of Arts:
Dr. N. H. C. Ford W. S. Funnell H.J. C. Ireton Dr. J. G. Wright From the Faculty of Medicine: E. T. Waters (represented by Mrs.Mitford) F. H. Fraser A. M. Wynne

confirmation of appointments previously dealt with The following appointments recommended by the

President and already dealt with were confirmed:-

Faculty of Arts:
Mrs. D. Thompson - Special Lecturer in Archaeology for 1942-43 \$1,700 Political Economy: Mrs. Joyce F. Wry - Secretarial Assistant, Sept.15 to 750 June 15 500 Miss E. M. Rosengren Instructor for Michaelmas Term M. L. Stokes - Visiting Profes Faculty of Applied Science and Engineering: - Visiting Professor for Easter Term 1,500 J. E. Jackson - Demonstrator (part time) in Civil Engineering: Surveying & Geodesy 350 for 1942-43 - Demonstrator in Mechanical Engineer-ing, Oct. 15 to Mar. 31 \$190 p A. J. Robertson \$190 per mo.

Other recommendations by the President were ap-

proved as follows:-

Department of History:

Additional payments to Mr. H.B. L. Hughes and Prof. cDougall, History

That the honorarium of \$500 made available through the with-drawal of Mr. R. G. Riddell, Lecturer and Tutor, be paid to Dr. H. B. L. Hughes for his services during the Session 1942-43.

That an additional allowance of \$200 be paid to Professor D. J. McDougall for the duration of the war, on account of extra services required.

Department of Loology:

Payments to Miss A. Ironside and Sprague Troyer, Loolofy That Miss Alice Ironside be paid the sum of \$142.50 for assistance in Research during September and October.

That Mr. Sprague Troyer be paid \$256.85 for technical assistunce in place of Mr. T. Stovell on leave of absence.

Return of Prof. G.P. Cosgrave to fulltime duty That Professor G. P. Cosgrave, who is now released from his work with the National Research Council, return to full-time duty in the Department of Psychology as from October 1, 1942, at the rate of \$2.000 per annum.

Additional mayment to Prof. P. Brieger for work in ArchaeThat Professor Peter Brieger of the Department of Fine Art receive an additional allowance of \$200 for the Session 1942-43 for services to be rendered by him in the Department of Archaeology during the absence of Professor Homer A. Thompson.

Change in salary of Prof. G. R. Lord, Mechanical Engineering That the salary of Professor G. R. Lord of the Department of Mechanical Engineering be changed from \$2,900 to \$3,200 per annum for the duration of the war on account of greatly increased duties in connection with the work in Hydraulics; this change to become effective as of July 1, 1942.

Change in salary of Ross Mowat, Chemical Engineering That the salary of Ross Mowat, Lecture Assistant in the Department of Chemical Engineering, be changed from \$850 to \$950 per annum for the duration of the war as from October 1, 1942; the extra amount required for the period October 1, 1942, to June 30, 1943, to be taken from the additional appropriation of \$500 recently granted for Laboratory Attendants.

Leave of absence to Mr. A. G. Burns, Press, and appointment of Dr. W.J. Dunlop as Acting Manager That leave of absence for the duration of the war be granted to Mr. A. Gordon Burns, Manager of the University Press, as of October 28, 1942; and that Dr. W. J. Dunlop be appointed as Acting Manager during the absence of Mr. Burns on the understanding that he will assume full responsibility.

Extension of leave of absence to Prof. C. N. Cochrane

That the leave of absence granted to Professor C. N. Cochrane of the Department of Classics be extended to the end of the present term if necessary, at the request of the Deputy Minister of Justice.

That the following additional appropriations and trans-

fers be granted:-

Additional appropriations:

Additional appropriations

Athletics - Men:

"Cymnastic Appliances, etc."

Health Service:

"New Furnishings, etc."

"Secretarial Assistance"

University Extension and Publicity:

"Pass Course for Teachers - Teachers'Classes, Toronto"

5,500

Transfers in appropriations

Transfers:

Registrar's Office:

From "Unexpended balance of appropriation for a Clerk"
To "Clerical Assistance"
School of Physical and Health Education:
From "Maintenance - Health Education"

To "Special Lecturers"

Physiology:
From "Amount made available by Dr. Solandt"

"Supplies and Apparatus"

Authority for Firefighters' Course That authority be given for an Extension Course for Fire-fighters to be held on November 25, 26, 27 and 28, at a fee of \$5.00; officers and men in uniform to be admitted without payment of fee.

940

Payment of 100 to Mr. E. Sirluck on account of Graduate Fellowship That Mr. E. Sirluck who was awarded a Graduate Fellowship for 1942-43, receiving the first instalment of \$167.00, and who has now enlisted in the Canadian Active Force, be paid an additional sum of \$100 in connection with the Fellowship in view of services rendered to the Department of English.

Inyment of 100 to Mr. John Grant from which his fees in Craduate School are to be paid

That Mr. John Grant, who also holds a Graduate Fellowship in the Department of English, be paid the sum of \$100 for assistance rendered by him in that department, this sum to be taken from existing balances in the Department of English and applied on account of Mr. Grant's fees in the School of Graduate Studies.

Communications were presented and dealt with as

follows:-

Statute of Senate

From the Registrer transmitting Statute of Senate No. 1561 respecting amendments to the Calendar of the Faculty of Arts for the Session 1942-43, and this was approved.

Toronto Conservatory of usic Board for 1942-43 From the Secretary-Treasurer of the Toronto Conservatory of Music enclosing copy of the retiring Principal's report for the year 1941-42 and advising that the following gentlemen were nominated as Governors of the Conservatory for the ensuing year 1942-43:-

Mr. H. H. Bishop (Chairman)
Mr. F. Chairers (Vice-Chairman)
Mr. R. A. Bryce
Colonel F. H. Deacon
Colonel R. Y. Eaton
Colonel H. J. Edmonts
Mr. Frank Hay

Mr. Ivor Lewis
Honourable Vincent Lassey
Mr. F. R. MacKelcan
Sir Brnest MacMillan
Mr. R. O. McCulloch
Mr. F. K. Morrow
Mr. W. H. Plant
Mr. Dana Porter

Renewal of Canada Permanent Mortgage debenture confirmed From the Canada Permanent Mortgage Corporation offering to renew one of their debentures of the value of \$100.00, held on account of the Glen Mawr Old Girls' Association Scholarship, for a further period of 5 years from November 1, 1942, 6 3% per annum. The Bursar stated that in the absence of a Board meeting at the time he had authorized the Corporation to make this renewal, and this action was confirmed.

Additional appropriation for maintenance of 49 St.George Street From the Superintendent of Buildings and Grounds asking that the sum of \$2,400 be set aside to operate and maintain until June 30, 1943, No. 49 St. George Street, which was recently turned over to the Dominion Government at a rental of \$500 per month for war work to be undertaken by Professor A. Pitt, and this appropriation was granted.

Additional telephone in School of Social Work Also from the Superintendent transmitting a request, approved by Dr. Gibson, for the installation of an additional telephone for the School of Social Work at a cost of \$9.15 per month, and this was authorized.

Expression
of thanks
from Minister of
Labour re
student aid
in harvest

From Mr. A. MacNamara, Associate Deputy Minister of Labour, Ottawa, conveying on behalf of the Minister most sincere thanks for the University's co-operation in the recent appeal for students to go West to help with the harvest.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

Sir Joseph Flavelle legacy re Fellowships From the National Trust Company a cheque for \$50,760.27 representing the legacy in full, with balance of interest, of the late Sir Joseph Flavelle for Graduate Fellowships.

Endowment of scholarship in French by Mr. Roland O. Daly From Principal Wallace a cheque for \$1,000 from Mr. Roland 0. Daly for the establishment of a scholarship in First Year Honour French of the value of at least \$50 a year. It is Mr. Daly's wish that the award be paid partly out of the annual interest and partly from the capital sum, and he hopes at some future time to increase the capital sum to such an extent that the annual interest will be adequate for the payment of the scholarship.

Bequest for scholarships under Will of John M. Empey

From the Public Trustee advising of the following bequest under the Will of the late John Morgan Empey:-

"I hereby bequeath to the Toronto University the sum of Ten Thousand Dollars to be held as a perpetuity and known as the John M. Empey Scholarship Fund, the interest of the said sum to be used annually by the staff of the Faculty of Applied Science of the Toronto University as rewards and encouragements for bright students in that Faculty."

ronation from Canadian Federation of Mayors and nunicipalities for survey in social work From Mayor Conboy a cheque for \$200 from the Canadian Federation of Mayors and Municipalities for work to be undertaken by Dr. Margaret K. Strong in the School of Social Work in connection with a study of organization standards and division of costs among the various Governments under the direction of the Federation's Special Committee on relief.

Additional Lonations -

The following additional donations were reported:-

from the National Research Council as a further accountable advance for Project A.M.l for Aviation Medical Research under Dr. Bazett, Banting and Best Research. \$7,000.00 as an anonymous donation towards the Chair of Research in 5,000.00 Organic Chemistry under Professor H. O. L. Fischer. from the Department of National Defence - Army for Project 2,500.00 FE 16904 C.W.517 under Dr. Gordon, Chemistry. from E. R. Souibb & Sons for Dental Research. from International Nickel Company in payment of their 1,200.00 500.00 scholarship for 1942-43. scholarship for 1942-43.

from Imperial Oil Limited to continue their Fellowship in the School of Graduate Studies.

from Mr. A. G. Northway in payment of the John Northway Scholarship in Psychology.

from the Chartered Trust and Executor Company to cover the award of the Gertrud Davis Fellowship for 1942-43.

from Mr. Jule Allen in payment of the Jule and Jay J. Allen Award in University College. 500.00 400.00 from an anonymous donor for the Mary Keenan Award for 1942-43. from Mr. Percy Hermant to cover the first instalment of the Percy Hermant Scholarship for 1942-43.
from Mr. M. G. Wyatt in payment of the award of the Class 50.00 of 1930 (Mathematics and Physics) Bursary. from Dr. Louis J. Fenech, Windsor, as a donation towards research in the Faculty of Dentistry following his recent post-graduate work. from Mr. Charles R. Hill, Secretary of the International Accountants' and Executives' Corporation, in payment of their Bursary award.

Report of ar Service Loan Fund

The following report of the War Service Loan Fund

Committee was read and approved: -

"To the Board of Governors, University of Toronto.

In accordance with arrangements as outlined to the President and the Bursar by Mr. R. F. Thompson of the Dominion Department of Labour in connection with the Student Aid agreement, it had appeared that First Year Science and Engineering students, referred to in paragraph 11 subsequently added to the original agreement, were to be dealt with in an entirely different manner from students in other years. As a result of correspondence recently received by the Bursar from Mr. Thompson those students are now to be dealt with in exactly the same manner, with the exception of the agreement form.

Following the receipt of the correspondence from Mr.
Thompson your Committee held a meeting in the Board Room, Simcoe Hall, on Tuesday, November 10th, 1942, at 2:30 p.m., at which the following were present:-

Report of War Service Loan Fund Committee (Cont'd) The President Dean Young

Dr. Cowling The Registrar Miss A. E. M. Parkes

The Bursar

- (in the Chair)

- Faculty of Applied Science and Engineering

- Assistant Dean, Faculty of Dentistry

- University

- Acting Secretary-Treasurer, Students' Administrative Council

- as Secretary

(Dr. Ryerson was in hospital and unable to attend)

In the absence of Dr. Gibson, Chairman of the Committee, President Cody took the Chair.

As a result of the discussion which took place your Com-

mittee begs to make the following recommendations:-

1. That all forms in connection with loans (including application, agreement and note forms for each individual student) be prepared in the Faculty Offices and transmitted by the Secretary of the Faculty to the University Bursar with an accompanying list; that a copy of this list be sent by the Secretary of the Faculty to the Secretary-Treasurer of the Students' Administrative Council and the Secretary of the Alumni Federation; and that the Bursar be permitted to use his discretion and refer back to the Faculty any cases where the number or amount of loans applied for appeared to be excessive.

2. That where applications have been received for and loans made to students in the Faculty of Arts who are attending one of the Federated Colleges, the fees shall be deducted by the University Bursar and transmitted to the College concerned, on condition that should a student withdraw for any reason the College will return to the University Bursar the amount already paid on behalf of the student for

return to the fund.

3. That before making any payment to a student on account of a loan the full year's fees shall be deducted therefrom and any

balance remaining may be paid direct to the student.

4. That in connection with the wording of the forms to be used, the form of agreement proposed by Mr. Thompson (copy attached herewith) for use by First Year students in Engineering and Science, be adopted; and that the green form (copy also attached) which had already been completed by many students, be transmitted to Mr. Thompson in order to ascertain if it meets with his approval for all other cases.

5. That the Registrar of the University and Dean Young be

added to your Committee.

All of which is respectfully submitted.

November 10, 1942.

(Sgd) H. J. Cody Chairman of the meeting."

Pre-Air Crew Training, R.C.A.F.

A memorandum from the Superintendent was considered in connection with accommodation for Pre-Air Crew Training, requested by the Department of National Defence for Air, and upon the President's recommendation he was authorized to instruct the Superintendent to carry out arrangements on the general lines of this memorandum, dated November 12, 1942.

The budget of the Institute of Child Study for

1942-43 was presented and approved as follows:-

Expenditu	re		Income	
Dr. W.E.Blatz Dr. K.S.Bernhardt Miss D.A.Millichamp Miss M. I. Fletcher Miss M. Poppleton Miss B. Gage	Dir. Asst. Dir. Asst. Dir. Principal Secretary Teacher	\$ 1,100 800 1,800 1,800 1,600 1,250	School fees Occup'l Therapy Special fees	\$ 3,500 200 1,200 4,900
Miss J. Gillies Mrs. D. Leonard Mrs. F. L. Johnson	Teacher Teacher Instructor	1,500 833.30 800	Dept. of Education (0.C.E.) Dept. of Education	4,000
Miss H. Shepherd Mrs.M.L.Kirkpatrick	Res, Stat'n		(Normal School) Canadian Red Cross	1,000
Mrs. N. Gilbert	Lecturer	100	Society	9,983.35
Dr. M. Northway I'rs. H. McCart	Lecturer Assistant	400 300		\$19,883.35
Miss G. Evans Dr. G. W. Fisk	Office Asst Dental Res.			
		\$14,333.30		
Clerical, mineograph ing, recording Equipment and supply Decorations and repa	750 1,850 irs 450			
Attendants Superintendent's Dep	<u>1,300</u>	4,350.00 18,683.30 1,400.00 \$20,083.30		

Leaves of absence for war service The Bursar presented the following list, covering the period July 1 to October 31, 1942, of members of the staff who had been granted leave of absence for the duration of the war:-

Name	<u>Title</u>	Denartment	Date of Leave	Rank
ARTS: Assie, G. L.	Lecturer	French	July, 1942	Sec'y General, "France Forever"
Barnes, C. Birney, A. E.	Assoc.Prof. Asst. Prof.	Physics English	Aug., 1942 Aug., 1942	New York R.C.A.F. Lieut.,Personnel Selection Bd., Army
Chilton, W. Clare, S. Ide, F. P.	Asst.Gard'r Tech'l Asst. Asst. Prof.	Botany Zoology Zoology	July, 1942 Sept.,1942 Jan., 1943	Private, Army R.C.A.F. Asst., Meteoro- logical Division, Dept. of Trans- port
Joos, Martin	Lecturer	German	Aug., 1942	Dept. of Codes & Ciphers, U.S. War Dept.
Misener, A. D. Needler, Miss M.C.	Lecturer Asst. Prof.	Physics Classics	July, 1942 Jan., 1943	R.C.A.F. Women's Division, R.C.N.S.
Prince A.	Lab'y Asst.	Zoology	July, 1942	R.C.A.M.C.

Leaves of absence for war service (Cont'd)

Name	Title	Department	Date of Leave	Rank
ARTS (Cont'd) Rouillard, C.D. Russell, L. S.	Asst. Prof. Asst. Prof.	French Geology	Aug.,1942 Sept.,1942	R.C.C.s.,
Stovell, T. Taylor, T.M.C.	Tech'l Asst. Asst. Prof.	Zoology Botany	Aug.,1942 Sept.,1942	Army R.C.A.M.C. Lieut., Personnel Selection,
Thompson, H. A.	Assoc.Prof.	Archaeology	Oct., 1942	Army Intelligence Service,
Wilhelm, J. O.	Assoc.Prof.	Physics	Sept.,1942	R.C.N.S. Operational Research, R.C.A.F.
MEDICINE: Alvey, Miss A. A.	Spec.Tech'n	Pathology	Aug.,1942	Women's Division, R.C.N.S.
Cooper, G. E.	Res.Fellow	Surgery	July,1942	Capt.A.22, R.C.A.M.C.
Delarue, N. C.	Res.Fellow	Surgery	July,1942	26th, Field Ambulance Unit, R.C.A. M.C.
Farmer, A. W. Graham, J. W. Hollis, K. L. Kerns, K. M.	Jr. Dem'r Jr. Dem'r Jr. Dem'r Secretary	Surgery Medicine Therapeutics School of	Oct.,1942 July,1942 Sept.,1942	R.C.A.F. R.C.N.S. R.C.A.M.C.
Lane, G. A.	Res.Fellow	Hygiene Surgery	Sept.,1942 July, 1942	R.C.A.F. 25th Field Ambulance Unit, R.C.A.M.C.
Nunn, Miss D.	Lab'y Att't.	Pathology	July,1942	Women's Division, R.C.A.F.
Parkes, G. Powell, A. B.	Technician Asst.Fellow	Banting Surgery	Sept.,1942 July, 1942	R.C.A.F. 27th Field Ambulance Unit, R.C.A.M.C.
Roseblade, K.	Tech'l Asst.	School of Hygiene	Sept.,1942	R.C.N.S.
Smith, C. G. Sodero, T. C. C. Stevenson, W.D. Welsh, W. K. APPLIED SCIENCE:	Asst.Prof. Res. Fellow Asst. Fellow Jr. Dem'r	Anatomy Surgery Surgery Surgery	Sept.,1942 July, 1942 June, 1942 July, 1942	R.C.N.S. R.C.A.M.C. R.C.A.M.C. R.C.A.M.C.
Lazier, M. J. C.	Asst. Prof.	Civil Eng: M.& S.	July, 1942	Aircraft Division, Massey Harris Co.
DENTISTRY: Graham, J. W. Harwood, J. H. G. Kilburn, L. A.	Associate Associate Assoc.Prof.	Dentistry Dentistry Dental Praxis	July, 1942 Aug., 1942 Apr., 1942	R.C.N.V.R. C.D.C. C.D.C.
Spinks, G. W.	Associate	Dental Anatomy	Oct., 1942	C.D.C.

leaves of absence for war service (Cont'd)

Name	Title	Department	Date of Leave	Rank
SUIDRY DEPARTMENTS: Brown, R. P.	Clerk	University Extension	Oct.,1942	Personnel Selection, R.C.A.M.C.
Kenney, Miss N.K.C.	Supervisor	School of Nursing	Oct.,1942	R.C.A.M.C.
Gray, W. B.	Instructor	U.T.S.	Oct.,1942	Cadet Officers' Training Corps, Brockville
Halpenny, Miss F. ROYAL ONTARIO MUSEUM:	Clerk	Press	Oct.,1942	Women's Division, R.C.A.F.
Classey, J. H.	Assistant	Classical Archaeology	Sept.1942	Lieutenant, Army
Petrie, A. E. H. Urquhart, F. A.	Secretary Curator	Archaeology Zoology	Sept.1942 Sept.1942	Army Air Services, Meteorological Division.

NOTE: Total number now on leave of absence, 195 including Women's divisions.

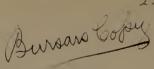
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The meeting adjourned at 12:45 p. m.

Vinutes confirmed.

Loudender

Chairman.



REPORT OF THE JOINT SPECIAL COMMITTEE APPOINTED TO CONSIDER ACCEPTANCE OF APPLICATIONS FOR ADMISSION FROM FRIENDLY ALIEN RELEASED INTERN-EES AND STUDENTS OF JAPANESE EXTRACTION.

To the Board of Governors,

University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Thursday, October 29th, 1942, at 4 p.m., at which the following were present:-

Members of the Board

Dr. Bruce Macdonald (Chairman of the Board)
The Chancellor, Sir William Mulock
The President, Dr. H. J. Cody
The Vice-Chairman, Dr. Gibson
The Hon. Chief Justice Rose
The Hon. Dr. Bruce
The Hon. H. T. Kelly
Mr. Balmer Neilly

Representatives of the Federated Colleges

Chancellor Brown Mr. John Jennings, K.C.	}	Victoria College
Provost Cosgrave Mr. Gerald Larkin	}	Trinity College
Rev. Father McLaughlin Rev. Father Bondy	}	St. Michael's College

The Bursar was present as Secretary.

Dr. Brown of Victoria College informed your Committee that, in view of the possibility that the rights of the Federated Universities to enrol their students might be involved, he and Mr. Jennings had received instructions from their Board that they, as representatives of Victoria, were permitted to attend the meeting only as assessors but with no authority to vote. Although this question was not specifically raised, yet the relation of the University Board of Governors to the Federated Colleges remained as a background throughout the discussion.

The Chairman of the Board, Dr. Macdonald, after briefly reviewing the matter under consideration, suggested that the Committee appoint a Chairman, and upon motion of Provost Cosgrave, seconded by Hon. Dr. Bruce, the President took the Chair,

Dr. Macdonald read the letter he had written to Colonel Fordham, Commissioner of Refugee Camps, Ottawa, together with the reply thereto, covering questions raised by the Board as to whether interness were released without any stigma and why they are directed to a continuation of studies rather than to work on the farm, etc. Dr. Macdonald's and Colonel Fordham's letters follow:-

"Colonel R. S. W. Fordham, Commissioner of Refugee Camps, Department of the Secretary of State, Ottawa, Ontario,

My dear Colonel Fordham: -

I am writing you as Chairman of the Board of Governors of the University of Toronto.

As you know we are much concerned over the question as to whether or not released internees should be accepted as students at the University, The matter has finally been referred to a Committee for enquiry and report,

At a special meeting of the Board of Governors held yesterday afternoon your correspondence and that of Mr. Coleman with the President were read to the Board. As you know, there is a marked division of public opinion as to the wisdom of accepting such students when our own young men are fighting overseas and when there is such a demand for labour in all undertakings throughout the Dominion.

There were some questions raised which should be clarified if we are to reach a wise decision in the matter, and I venture to ask you some questions which if answered definitely might result in clearing away some of the smoke.

1. Are these men released without any stigma attaching to them?

2. Why are they diverted to continuation of studies rather than to work on the farm or elsewhere, as apparently is the case with many of their co-internees? In other words, is there any physical disability or any reason why they should not be diverted into a reasonable work occupation, or for that matter into the Armed Forces under the new regulations?

I am sorry to have to trouble you any further in the matter but it is really of first rate public importance and we must be quite sure as to the facts if we are to reach a same decision.

Yours very truly,

(Sgd) D. Bruce Macdonald Chairman of the Board."

October 20, 1942.

"Rev. D. Bruce Macdonald, M.A., LL.D., Chairman of the Board, University of Toronto. Toronto, 5, Ontario.

My dear Dr. Macdonald:-

Your letter of the 20th instant was re-

ceived this morning.

The following are the answers to the questions raised in your letter, in the order in which you placed them: 1. No stigma attaches to these men and they are now regarded as friendly and not enemy aliens.

2. The reasons for this are:

- (a) At present they are not permitted to join the Armed Forces no matter how anxious any of them may be to do so. This is the announced policy of the Department of National Defence.
- (b) It is desirable to give them an opportunity of getting used to our customs and language, and a year or two at the University serves this purpose, among others.

(c) A released refugee having partial technical qualifications is thought likely to be of more use in war

- industry later, if fully qualified.

 (d) Only relatively few of the refugees released in Canada have applied to enter universities. The majority have gone into industrial and farm work. They are expected to be joined by the others when they have graduated.
- (e) Not all released refugees fit easily into industrial life in Canada, by reason of their country of origin and language. A period at a university helps those who are studiously inclined to overcome these handicaps.

(f) The Government of the United Kingdom sent a representative over here, early in 1941, who asked particularly that such an educational scheme be countenanced by the Canadian authorities, if possible.

I plan to be in Toronto in the forepart of the coming week and should be glad to get in touch with you in the event that the information given above does not cover fully the points you have in mind.

Yours very truly,

Ottawa, October 22, 1942.

(Sgd) R. S. W. Fordham, Lt.-Col. Commissioner of Refugee Camps."

Dr. Macdonald also gave the Committee certain information which had been conveyed to him in a conversation with Colonel Fordham.

The President then gave a summary of the whole situation up to the present meeting. The Committee proceeded to deal individually with the applications from Japanese students, British subjects of Canadian birth.

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Upon motion of Dr. Macdonald, Seconded by Dr. Gibson,

It was resolved that E. S. Yoshioka be recommended to the Board for registration in the University of Toronto.

Upon motion of Dr. Macdonald,

Seconded by Mr. Larkin,

It was resolved that Miss T. Nikaido be recommended to the Board for registration in the University of Toronto.

As applications had been received from Mr. Yoshito
Takahashi and Mr. Saburo Takahashi, it was uncertain whether one or
two persons were involved. This case was held over for further
information.

Note. It now appears that only the application of Mr. Saburo
Takahashi has been recommended by the Committee on Admissions.

The Committee on Admissions recommended that the following released internees be admitted to the University:-

Bruck, Werner Benjamin
Duschenes, Rolf
Eisinger, Joseph
Hitschfeld, Walter Franz
Hoeniger, Frederick David
Low, Wilhelm
Mandl, Paul
Neurath, Peter Wolfgang Gustav
Ostwald, Martin
Pfalzner, Paul Michael
Rosenmeyer, Thomas Gustav
Schanzer, Ernst
Schild, Albert
Wolf, Heinrich
Zappler, Harry

The following letters received from the Ottawa authorities were then read:-

"The Honourable H. J. Cody, M.A., D.D., President, University of Toronto, Toronto, Ontario.

Dear Dr. Cody:-

You may remember my calling at your offices in February last with regard to the position of certain refugee students who had been released from internment.

I am now informed that difficulties have arisen regarding the admission to the University of some recently-released refugees who had applied for enrolment in various departments. It would appear that some of the members of the Board of Governors are

adverse to their becoming undergraduates.

While this viewpoint is entirely understandable in this time of war, it seems likely that all the factors involved are not known. All released refugees in Canada were originally the charges of the Home Office of the United Kingdom. They were sent to Canada in July, 1940, without their cases having been examined with any care and these were ultimately investigated in this country, in 1941. After careful enquiries had been made of the Home Office and at the three refugee camps established in the Province of Quebec, it was found that many of the occupants might safely, and, in fact should, be released.

The Home Office authorities were always anxious to build up among released refugees as high an opinion of our democratic system as possible. The thought was that they would publish their views far and wide and aid, to that extent at least, in the general support of our cause. It was to this end that released refugees were encouraged from these offices to enter Canadian universities.

A few days ago I returned from a six weeks' official visit to England. While there I was taken to see the Hon. Herbert Morrison, M.P., Home Secretary, at Whitehall. He was loud in his praise of the way the interned refugee situation had been administered in Canada and asked me to convey his thanks to our Secretary of State. He referred particularly to the refugees attending the Universities and to the excellence of this educational scheme. In the light of this, it would seem unfortunate if further progress in this direction became impossible.

Every refugee released from intermment has had his case reviewed by three sets of officials and thus there need be no doubts on the question of integrity. Those whose allegiance is in doubt are kept strictly interned during the pleasure of the Home Office. No internee is released in Canada until a full report from the Home Office has been added to whatever information has been gleaned about him while interned in this country.

It is hoped that the Board of Governors may feel able to view the question more favourably with this information at hand.

Yours sincerely,

Ottawa, Sept. 30, 1942.

(Sgd) R. S. W. Fordham, Lt.-Col. Commissioner of Refugee Camps."

"The Honourable H. J. Cody, M.A., D.D., President, University of Toronto, Toronto, Ontario.

Dear Dr. Cody: --

Your letter of October 14th was received yesterday afternoon. I showed it to the Under Secretary of State and he proposes writing to you on one or more of the points you mention.

The following are the answers to the questions raised in the third paragraph of your letter, in the same order as

they appear thero:

No written terms of release are issued to students (1)about to be released, strange as it may seem. All interned refugees are fully familiar with the conditions attaching to release, as they hear about them many times at the camps. Furthermore, the Camp Commandants instruct them periodically and each refugee about to be released has a twenty-minute interview with an immigration officer a few days before his release is effected. During it a refugee is told where he is to go, when and where he must report each month and that he is being granted temporary admission to Canada only. He is also given printed departmental forms for his guidance. These consist of a Certificate of Parole, Temporary Immigration Permit and a National Registration Certificate. first-mentioned form contains a brief description of its holder and has to be exhibited to the Royal Canadian Mounted Police each month. It is made clear to the refugee that any failure on his part to comply with the procedure outlined to him may result in his being re-interned at the writer's direction. This has happened in several instances, but not in the case of any student. The encouragement to enter Canadian universities, mentioned in my earlier letter, is given purely by word of mouth.

(2) The Home Office authorities consider that a refugee capable of completing technical training at a university might better do so and thus become of more value when ready for employment in war industry. In the meantime he has an opportunity to become used to our ways. He also begins to speak English more and German less. Those students taking Arts courses are believed to become better fitted for life in Canada by doing so. All are expected to do war work during vacations and as soon as they have

graduated

The Department of the Secretary of State has never objected to released refugees being permitted to join the Armed Forces, but has encouraged such action. The Department of National Defence, however, has felt unable to accept them by reason of the practice followed in England. There, they are accepted in the Auxiliary Military Pioneer Corps only. After a probationary period of some months, transfers to the Royal Army Ordnance Corps or other technical branches of the Service may be sanctioned. There is no Pioneer Corps in Canada and because of this released refugees are not permitted to enlist in Canadian units at the present time. This puts them in an awkward position, but there is nothing that they can do about the matter. Many have tried repeatedly to join the Canadian Army, but without success, because of the foregoing.

A principal difficulty in this regard is that German-speaking recruits in a Canadian unit speedily become objects of suspicion among their comrades and strife results. In unguarded moments they are apt to use the German language and are overheard. Trouble usually starts at once and eventually the refugee recruit has to be transferred to another unit, where the same situation may

only arise again.

The idea of allowing released refugees to do academic work originated entirely with the Home Office authorities, early in 1941. The Department's part in the matter has been solely to aid in giving effect to the plan. As they are presently not allowed to enlist for military service, an educational course was deemed preferable to keeping young mon in the camps. They are meant to be available for war work whenever their courses are finished.

Refugeos released from camps under my jurisdiction are known to be at the following other universities: McGill University, Queen's University; Acadia, McMaster, Dalhousie, Mentreal and Ottawa Universities. In the west they can be found at the Uni-

versitios of Manitoba and Saskatchewan.

As regards the contention of Dr. Maass, my view was that as there were so few students concerned it was hardly worth the trouble involved in making an issue out of the matter and I concluded to drop it after discussing it with the then Master-General of the Ordnance. My thought was that such students could take other useful courses instead. I considered then, and still do, that Dr. Maass had judged the situation incorrectly.

In the event of any further information being desired in this connection, I should appreciate hearing from you

again.

Yours sincerely,

Ottawa, October 16, 1942,

(Sgd) R. S. W. Fordham, Lt.-Col. Commissioner of Refugee Camps."

"The Honourable H. J. Cody, M.A., D.D., LL.D., President, University of Toronto, Toronto, Ontario.

Dear Dr. Cody: -

Colonal Fordham, the Commissioner of Refugee Camps, has spoken to me concorning his correspondence with you relating to certain young men released from the Camps who have applied for admission as students of the University. I have read Colonal Fordham's letter to you of the 30th September, and, therefore, I do not think it necessary to reiterate his statement concerning the circumstances under which these refugeos were interned and the enquiries made before release is authorized in any case.

Donling with some of the points raised in your letter

to Colonel Fordham of the 14th, I think I may say this:

The National War Services Regulations were amended on the 16th September to provide that aliens resident in Canada, as well as British subjects, should be liable to military service. A considerable number of the refugees of suitable age have from time to time asked permission to enlist in the active Army. The Department of National Defence could not see its way clear to accept them, although there have been permitted to enlist. I fancy one of the difficulties which has presented itself to the military authorities is the difficulty of having the men accepted on their merits as members of Active Units. Inevitably, owing to the circumstance that they have been first in an Internment Camp and then in a Refugee Camp, there may be some misgiving as to whether they should be entrusted with military secrets of great significance. All the Home Office in England and this Department can say is that we have been satisfied, after most careful study, that the men released have no tinge of enemy sympathies. Obviously, however, no authority could give an iron-clad guarantee that its judgment on this point is infallible.

I judge by your letter that you have not been aware of the very large number of men released for purposes other than study. I am attaching to this letter, therefore, a list of the releases and the purposes for which the men have been released.

I may say that when Mr. Patterson, the representative of the Home Office, was in Canada, from November, 1940, to July, 1941, one of the things which greatly exercised him was the fact that many promising boys and young men had no opportunity of continuing their studies which had been interrupted by the measures taken in the Spring of 1940.

I am asking Colonel Fordham to inform you concerning the situation in other Universities. My understanding is that students are being admitted elsewhere.

As I have said, however, these men are in no way exempted from the liability for military service, since the amendment to the Regulations approved on the 16th September and published in the Canada Gazette of October 8th.

If there is any further information which you think we should supply, I shall be very pleased if you will let me know.

Yours sincerely,

Ottawa, October 15, 1942.

(Sgd) E. H. Coleman, Under Secretary of State"

MEMO

RELEASES

	Date: 1	October,	1942.
In Canada -			
Machinery Service, Ltd.	108		
Farm Workers	119		
Skilled Workors (in other plants)	188		
Studonts	158		
Rabbinical Students	59		
Priosts & Lay Brothers (R.C's)	22		
Pationts at Sanatorium	4		658
Returned to U.K.			403
Sundry:			
Emigrated to South America	5		
Emigrated to Cuba	9		
Transferred to Internment Camps	10		
Decoased	2	_	26
Total releases as at 15th October,	1942	- 1	,087
Strength:			
Camp No. 41	95		
Camp No. 42	375		
Total		-	470

Instead of dealing with each case individually - a course which seemed impracticable, it was decided to adopt a general policy.

It was therefore moved by Mr. Larkin, Seconded by Dr. Gibson,

And Carried -

That this Committee recommends to the Board of Governors of the University that the aforesaid persons be permitted to register in the University for the courses indicated in their applications, already accepted by the University Committee on Admissions.

The representatives of Victoria College stated that they were in entire agreement with this resolution, although they had no authority from their Board to vote.

In connection with the above resolution the vote was

For

Dr. Bruce Macdonald (Chairman of the Board)
The Chancellor, Sir William Mulock
The President, Dr. H. J. Cody
The Vice-Chairman, Dr. Gibson
The Hon. Chief Justice Rose
Provost Cosgrave and Mr. Gerald
Larkin (of Trinity College)
Rev. Father McLaughlin and Rev.
Father Bendy (of St. Michael's
College)

Against

The Hon. Dr. Bruce The Hon. H. T. Kelly Mr. Balmer Neilly

All of which is respectfully submitted.

A 1: 60dy

Chairman of Committee.

October 29th, 1942.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 26th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald) The Vice-Chairman
The Chancellor
The President Chief Justice Rose Mr. Rogers Mr. LaBine

Mr. Morrow

Mr. Duncan Mr. McCullagh Hon. Dr. Bruce Mr. Neilly Mr. Osler Dr. Anderson Hon. Dr. Kelly

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

> Mr. Ross Mr. Bryce

The minutes of the last regular neeting of November 12th were read and confirmed, together with the minutes recording the action taken at the meeting of the Chairman, the President and the Eursar on November 16th.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

From November 23, 1942

Faculty of Dentistry:
Associates in Dental Public Health: (changing title from Associate in E. A. Grant Dentistry)

\$40 40

H. S. Thomson

For the Session 1942-43

Library: Assistants: Miss M. Harrison Miss C. Nisbet

- from Dec. 1 for duration of war (vice Miss J. Woodcock resigned) \$1,200 per an. - from Jan. 1 for duration of war (vice Miss M. Rose on leave) 1,200 " "

Appointments (Cont'd)

Faculty of Arts:		ali Ton to Tune	-1 000
Mrs. Frances Norwood S. G. Murray	- Instructor, celling p	Political Economy (can- revious appointment vide	1,000
	folio 156) - Reader in Pa)	750 200
Miss F. M. Gregory Mrs. Ruth McGill	- Secretarial	Assistant (West Wing) in from Nov.16 to June 15 (Vic arriott resigned) \$80 pe	е
Faculty of Medicine:	MT99 11 140	1111000 1 0018,1104, #00 P	
Pathology and Bacteriol	ogy:		
Miss M. I. Tom)		\$160 120
Miss Ethel Morgan	Demonstrato	rs in Pathology	100
Dr. J. A. Hannah Miss V. Laughlen			90
Miss M. S. Thompson	- Demonstrato	r in Bacteriology	200
R. V. B. Shier	- Special Demo	onstrator in Surgery from	150
Faculty of Applied Science	ce and Engineer	ing:	
J. W. Powlesland	Demonstrato:	r (part time) in Civil ng: Municipal & Structural	250
W. S. Glynn	- Demonstrator	r in Engineering Drawing	900
Faculty of Dentistry:		•	0.04
R. E. Diprose) Demonstrato	rs in Dentistry	264 182
W. R. Bennett School of Nursing:)		102
Miss Janet D. Corwin	- Class Assis	tant in Courses in Nursing	
	and Teach	ing Principles	200
Miss O. M. Whitlock	- Instructor : Industria	at the Refresher Course on 1 Nursing	50
School of Social Work:			
Lecturers:	dh en e-	26 M Cabo	75
Miss M. Bell H. Cruikshank	\$75 75	M. M. Cohn Dr. Gwen Mulock (or	/:
B. W. Heise	37.50	Dr. Cruikshank)	75
Miss M. Fleming	37.50	Miss N. Lea	150
R. E. Mills	75	Miss A. B. Carver	50
Mrs. R. E. G. Davis	50	Miss D. Hobden	75
Canadian Welfare Cour Part-time Lecturers in			
Miss D. Wilensky	300	Miss N. Thompson	300
Provision for field v			50
Department of University		Publicity:	
Correspondence Courses Instructors at remune		non the work done:	
A. G. Croal	- Upper Scho and Zool	ol Physics, Chemistry, Bot	any
J. H. Mills	- Upper Scho		
N. L. Murch	- Upper Scho	ol French and German	
P. A. Petrie	- Upper Scho Trigonom	ol Algebra, Geometry and etry	
	Commercial		
J. J. Bailey	- Penmanship		
W. Baird L. S. Beattie	- Secretaria - Office Pra	l Practice and Shorthand	
W. G. Bennett	- Accounting		
W. J. Brown	- Business C	orrespondence, History of , Money and Banking, and f Economics	
H. G. Harvey		y and Bookkeeping	
T. W. Oates	- Arithmetic	of Investment, Business ic and Business Law	
H. Paul Sutton	- Typewritin	g .	

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point-
cents
(Cont'1)
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Department of University Extension and Publicity (Cont'd): Evening Tutorial Classes:
      Instructors:
       G. A. McMullen

B. P. Skey

C. B. Bell

C. B. Kay

H. G. Soward

R. T. Tanner

J. Cano

A. Frunkin

Toronto Conservatory

of Music

Discordance of Music

Certificate Course in Business:
                                                                                                                        60
                                                                                                                      400
                                                                                                                   100
     Business Courses - Certificate Course in Business:
      Instructors:
S. G. Hennessey - Accounting II
J. R. M. Hancock - Mercantile Law II
Cost Accounting and Advanced Cost
Accounting
T. B. Godfrey - Accounting I

T. B. Godfrey - Accounting I

T. B. Godfrey - Accounting I
 T. B. Godfrey
C. R. Bell
C. B. Kay
R. T. Tanner
Ontario College of Education:
D. A. Glassey

- Instructor in Methods in Classics,
from Oct.1 to May 31

$\frac{450}{450}$ per mo.
 Special Research:

Banting and Best:
S. F. MacDonald - Research Associate, from Nov.l to
June 30 $2,500
                                                   June 30 $2,500 per an.
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Other recommendations by the President were ap-

proved as follows:-

Admitiona Lyments That additional amounts be paid to the following members of the staff for 1942-43 because of increased work:-

C.E.Helwig and S. H. de Jong

Department of Civil Engineering: Municipal & Structural:
Mr. C. E. Helwig, Lecturer, \$200
Mr. S. H. deJong, Lecturer, \$100

Dr. J.D. Purves and Dr. J. B. Pepper

Faculty of Dentistry: Dr. J. D. Purves, Demonstrator, \$70 Dr. J. B. Pepper, Demonstrator, \$63

Additional salary to Miss A.C. McGregor for duration of war

That the salary of Miss A. C. McGregor, Associate Director and Assistant Professor of the School of Social Work, be increased by \$100 from October 1, 1942, for the duration of the war, thus bringing her total salary for that period to \$3,100 per annum.

Retirement of Prof. E. G. R. Ardagh

That Professor E. G. R. Ardagh, Professor of Applied Chemistry in the Department of Mechanical Engineering, be permitted to retire as of October 31, 1942, on account of total physical disability, and that his pension begin as from Movember 1, 1942, which will be at the rate of \$1,781.13 per annum. Also that in view of Professor Ardagh's long service he be paid his full salary to December 31, 1942.

Additional appropriations

That the following additional appropriations be granted:-

Faculty of Dentistry: "Salaries" <u>University Extension and Publicity:</u>
"Business Courses - Certificate Course in Business"

10,000 (with authority to pay attendants \$1.50 per evening)

Transfer in Women's Residences

That the following transfer be granted in the appropriations for the Women's Residences:-

From "Combined General Charges - Furnishing" To "Whitney Hall - Furnishing"

"Evening Tutorial Classes"

\$400

Additional salary to Prof. G. R. Lord to be permanent instead of for duration of war

The President presented a letter from Dean Young regarding the decision of the Board that the recent increases in salary to Professor G. R. Lord and certain other members of the Faculty of Applied Science and Engineering be granted for the duration of the war only. Dean Young stated that as full-time members of the staff would feel that they would be receiving no recognition of their services if temporary increases were made, he requested that such increases be made permanent. In view of the important work which Professor Lord is doing the Board approved of the increase in his salary from \$2,900 to \$3,200 per annum being permanent, but decided that any other cases would be dealt with on their merits when the Estimates for next year are being considered.

Other communications were presented and dealt with

as follows: -

sommendaion from the Auditors onthly ummary of Receipts nd Expenitures prepared

From the University Auditors, Messrs. Clarkson, Gordon, Dilworth and Mash, as follows: -

"G. 2. Higginbottom, Esq., Bursar and Secretary to the Board of Governors, University of Toronto,

Dear Mr. Nigginbottom: -

Me beg to acknowledge receipt of your letter of the 13th instant enclosing a copy of the Summary of Receipts and Expenditures for the month of July 1942. We think this shows clearly and concisely the movement of funds during the month, is nicely gotten up and is a credit to the University.

As compared with the old form there is no question that it is a constraint and we convertible to you on the

tion that it is a great improvement and we congratulate you on the concise way in which the figures are shown.

Yours faithfully,

(Sgd) Clarkson, Gordon, Dilworth and Nash." October 16, 1942.

The statement for the month of October was passed around the table for the information of the members present, who all expressed themselves as very pleased with it.

From the Registrar transmitting Statute of Senate Number 1562 respecting certain amendments to the Calendar of the Faculty of Applied Science and Engineering for the Session 1942-43, which was approved.

Also from the Registrar transmitting reports submitted to the Senate by the Councils of the Faculties of Medicine and Dentistry regarding the procedure followed in dealing with applications for admission to the First Year in each of these faculties for the present Session, and these were received by the Board.

From Mr. R. F. Thompson, Supervisor of Training, Department of Labour, in connection with the Dominion Government loans to students as follows:-

"C. E. Higginbottom, Esc., Bursar, University of Toronto, Toronto 5, Ontario.

Thank you for your letter of November 20th, enclosing a list of students who have received assistance from the Dominion Loan Fund up to the present time. I am glad to know that you are having the first year students sign an agreement form, sample copy of which was recently forwarded you from this office.

Reports regarding to be followed in dealing with students for Ist Year Medicine and Dentistry

cheque for 550,000 for loans to students from Domin-ion Government, and approval of arrangements

Government loans to students (Cont'd)

The green form, specimen copy of which was forwarded to me and which has been filled out by many of the University of Toronto students, will be quite satisfactory for those students in Medicine and Dentistry and also for students in Science and Engineering other than first year students.

Your letter shows that you have already approved loans amounting to \$44,313.43 and that an additional amount will be required in the new academic year in Medicine and Dentistry, which commences in January. I am therefore enclosing a further cheque for \$30,000.00 from this Department. When you have received this cheque, would you be good enough to send me an official acknowledgment as this is required by our Departmental accountant.

Yours sincerely,

November 23, 1942.

(Sgd) R. F. Thompson, Supervisor of Training."

The Board were very pleased to learn that the arrangements in connection with these loans had been satisfactorily completed, and that an additional \$30,000.00 had been received for this purpose.

Letter from Toronto Conservatory of Music re reduction in University grant

From the Secretary-Treasurer of the Toronto Conservatory of Music respectfully protesting on behalf of the Conservatory Board the belated reduction in the University's grant without due notice; but the Board felt that it could not increase the amount of \$11,000.00 provided in the University Estimates and approved by the Government.

Letter of appreciation R.A.Butler for work accomplished by Dr. W. E. Blatz re nursery centres in England

From the Minister of Education transmitting a letter from from Rt. Hon. the Rt. Hon. R. A. Butler, President of the Board of Education of the United Kingdom, expressing appreciation of the splendid work accomplished by Dr. W. E. Blatz, Director of the Institute of Child Study, and those who assisted him, in conducting a training centre for nursery workers in Birmingham.

Resolution from Royal Ontario Museum re handling of funds by the Bursar, and appreciation of Bursar's services

From the Secretary of the Royal Ontario Museum transmitting a resolution of the Board of Trustees that with the consent of the University the practice of having the funds for Maintenance and of the Special Grant pass through the hands of the Bursar be continued for the year 1942-43; and conveying to the Bursar the grateful thanks of their Board for the services of himself and his staff during the past year.

Removal of articles from "Holwood"

From the National Trust Company, Executors of the Estate of the late Sir Joseph Flavelle, stating that the articles remaining in "Holwood", other than those now the property of the University, would be removed from the premises about December 1st.

by Dr. Cody of "Cody wedals in edicine" kno vn as Faculty edals

The Board accepted with grateful thanks and appreciation the offer of President Cody to endow Medals in the Faculty of Medicine, formerly known as the Faculty Medals, on the conditions set out in the following letter from him: -

"The Bursar, University of Toronto.

Dear Mr. Higginbottom: -

Thousand Dollars towards the endowment of what were called the Faculty Medals in the Faculty of Medicine. After consultation with Dean Gallie, I understand that the Faculty of Medicine will not be averse to receiving this gift, to be awarded on recommendation of the Faculty of Medicine, on the terms on which the present Faculty Medals have been given.

I shall be glad to pay the cost of the Medals - fifty dollars - year by year until the capital necessary to endow there has been contributed. The enclosed cheque is a first payment on account of capital for enlowment.

on account of capital for enlowment.

I would like my own name to be associated with the Medals, if the Faculty of Medicine so approved. If at any time in the future, it became impossible to award these Medals, the Board of Governors of that date might assign the income for a prize or scholarship in connection with the Faculty of Medicine, as the Faculty might approve.

Yours sincerely,

(Sgd) H. J. Cody, President."

November 26, 1942.

Donations -

Other donations were reported and were accepted

with thanks and appreciation:-

Department of National Defence:

16,800.00 in payment of meals, quarters, and recreational facilities for the personnel of the R.C.A.F. attending the Ralio Mechanics' Courses.

for residence accommodation, meals, etc., for N.C.O's and men of the Canadian Dental Corps attending the Dental Technicians' Course. 5,170.00

for credit of Project C.I.42, Physics-Burton. 1,400.00

further accountable advance for Project F.E.6444, Physics, \$5,000.00

Burton-Fitt. accountable advance for Project F.E.11934 - A.M.17-20A 1,000.00 Black, Ranting and Best Research.

accountable advance for Project A.M.28 - Fitching, Banting and Best Research, for work on Protective

Clothing. for credit of account for Project 9-2, Cleghorn, Medicine.

iscellaneous: from Toronto General Trusts Corporation to cover the awards for the Session 1942-43 of certain Reuben Wells Leonard Scholarships.

600.00

from the University Alumni Federation for the awards for this Session of scholarships donated by them. from the Maple Leaf Fund, New York, for transmission to the Seadown Nursery School at Carleton Place, Ontario. 440.00 from Mr. Robt. A. Bryce in payment of the U.T.S. Engineering Scholarship for 1942-43.

Basis of awarding scholarships in Dentistry on account of accelerated courses In connection with scholarship awards for the accelerated courses in Dentistry, the Bursar presented a letter from Dr. Cowling, Assistant Dean, transmitting a resolution similar to that passed by the Faculty of Medicine, whereby the following scholarships would be paid on the basis of two-thirds of the amount of what would be considered the usual award, resulting in the income for two financial years being used to provide the awards for three academic years, and this was approved by the Board:-

James Branston Willmott Scholarships
Albert E. Webster Memorial Scholarship
Wallace Seccombe Memorial Scholarship
Wallace Seccombe Prize for General Proficiency
Oral Health Theses Prizes

Avenue front-ages and authority to Dr. Gibson to have a search made of whole situation

In connection with the request from the Commissioner of Parks, Toronto, that the University replace a fence which had been removed from property on University Avenue, Dr. Gibson presented a letter addressed to him by the University Solicitor giving the result of his investigation into this particular case and explaining in detail the University's position in connection with the granting of frontage licenses. After a discussion of this matter the Board approved of the Solicitor's suggestion that a search be made covering the whole situation, and Dr. Gibson was authorized to consult Mr. Cassels and take whatever action was deemed necessary.

Request
from Royal
Canadian
Institute
for renewal of
lease of
198 College
Street

The Bursar presented a letter from the Royal Canadian Institute requesting a renewal of the lease to them of 198 College Street which has been pending since 1938, and at Dr. Gibson's suggestion the Board instructed the Bursar to advise the Institute that the University would allow them to continue as tenants at will on the understanding that the University would give due notice if it were found necessary to ask the Institute to move.

Amount subscribed to Third Victory Loan by University and Staff

The Bursar reported that the total amount subscribed to the recent Third Victory Loan was as follows:-

University - \$390,000 Staff - 157,650 Total - \$\frac{157}{9547,650}

The Board were tremendously pleased with the results, and the Bursar stated that arrangements had been made with the Bank for handling the subscriptions made through payroll deductions.

Report of re l'ational Selective SerThe report of the Special Committee appointed to

consider the University's position in connection with the National Selective Service regulations was read and approved as follows:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

Following the decision of the Board on September 24, 1942, that the University, being an arm of the Government, was exempt from the regulations of the National Selective Service Board, some difficulties were encountered in dealing with the employment of certain persons. The Board felt therefore that this matter should be re-opened for consideration, and at their meeting held on October 8th appointed your Committee, which begs to report as follows:-

Your Committee held a meeting in the Board Room, Simcoe Mall, on Friday, October 23rd, at 4 p.m., at which the following were present:-

Mr. LaBine (in the Chair) The Chairman of the Board

The President

Dr. Gibson Mr. Bryce Mr. Ross

The Bursar, as Secretary

Mr. McBride Mr. LePan Mr. Maxwell

Your Committee considered this matter at length, bearing in mind the policy of the Board in maintaining that the University was an arm of the Government, which conclusion had been sustained by both the Covernments of Canada and the United States, and begs to recommend - Upon motion of Dr. Gibson,

Seconded by Mr. Bryce,

That the University co-operate with the National Selective

Service Board inasmuch as such co-operation does not imperil our

position as an arm of the Provincial Government.

In addition to the foregoing recommendation, the Chairman of the Board, Dr. Macdonald, recommended that each department in the University be permitted to make its own arrangements in connection with the National Selective Service regulations, and retain the employer's copy of the permit in each case.

Respectfully submitted,

October 23, 1942.

(Sgd) G. A. LaBine, Chairman of Committee."

In reply to the Bursar's enquiry he was informed that no official notification was to be issued in this connection.

Report of ensions Committee

The following report of the Committee upon the Pension Scheme for the Administrative and Clerical Staff was read and approved: -

"To the Board of Governors, University of Toronto.

Gentlemen: -The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, present herewith the following recommendations: -

Retirement of George A. Town, caretaker of Baldwin House

Retirement of Miss Elizabeth Hargreaves, Registrar's Office.

1. The Superintendent requests that George A. Town, caretaker of Baldwin House, be retired on pension on account of ill health. Town reached the age of 70 years on October 25, 1942, after 20 years' service in the University, and while he would not normally be retired until the close of the present fiscal year, June 30, 1943, he is not very well and finds it difficult to carry on his work.

Your Committee recommends that Town be retired on pension as from December 1, 1942, at the rate of \$37.89 per month.
2. At their meeting held on October 8, 1942, the Board of Governors adopted a recommendation of the President that Miss Elizabeth Hargreaves, an Assistant in the Registrar's Office, who had been absent from her duties since August on account of illness, and had had several extensive leaves in the past, be granted leave of absence on full salary to December 31, 1942, and that she be retired on pension as from January 1, 1943. Subsequently Miss Hargreaves was examined by the University doctor who declares her to be partially disabled for further service and recommends her as a fit subject for superannuation. She reached the age of 47 years in July last, and has had 23 years' service in the University.

Your Committee therefore recommends that Miss Hargreaves be retired on pension as of January 1, 1943, at the rate of \$62.93

Respectfully submitted,

(Sgd) C. E. Higginbottom M. A. Mackenzie A. D. LePan"

November 23, 1942.

per month.

Authority to use balance of Town's salary

In connection with the retirement of George Town, the Superintendent was authorized to use the balance of Town's salary for a substitute until June 30, 1943.

Chairman's suggestion re certain routine matters being dealt with between meetings

In order to save time it was suggested by the Chairman that certain routine matters might be attended to by the Chairman and the President between meetings and reported at the following meeting, and the Chairman was requested to submit a list of such matters at the next meeting of the Board.

Communication from the Senate re admission internees

The Secretary read the following communication from the Senate containing resolutions passed by that body in connecof released tion with the applications for admission from released internees:-

> "Mr. C. E. Higginbottom, Secretary, Board of Governors, University of Toronto.

Dear Mr. Higginbottom: -

A special meeting of the Senate of the Univer-

sity was held on Monday, November 23rd "To consider the situation created through the withholding,
by an authority other than the Senate, of admission to the University from certain applicants whose academic standing qualifies them for admission.'

At this neeting, which was attended by 96 members, the following resolutions were adopted, and were ordered to be forwarded to the Governors for consideration:-

Communication from the Senate re admission of released internees (Cont'd) 1. Be it resolved:

(a) That it is the considered view of the Senate of the University of Toronto that students duly enrolled in the Arts Colleges may not be refused admission to instruction in any subjects, College or University, except where they are deemed by the Senate not to have satisfied the admission requirements laid down by the Senate.

(b) That students are enrolled in the Faculties or Schools, etc., other than the Faculty of Arts, subject to the Statutes

of the Senate.

11. That the Senate place itself on record as approving of the registration of the students whose names are appended to this resolution, due regard being had to such restrictions as may be placed upon their registration because of regulations of the Dominion Government, or as may be necessary because of limited accommodation in certain Departments:-

Bruck, W.B.

Duschenes, R.

Eisinger, J.

Hitschfeld, W.F.

Hoeniger, F. D.

Low, W.

Mandl, P.

Ostwald, M.
Pfalzner, P. M.
Rosenmeyer, T. G.
Schanzer, E.
Schild, A.
Wolf, H.
Zappler, H.

Low, W.

Low, W.

Mandl, P.

Neurath, P. W. G.

The first of these resolutions was adopted by the Senate, no members dissenting, and the second was adopted, four members dissenting.

Will you be good enough to bring these resolutions to the attention of the Board of Governors,

Yours very truly,

Movember 24, 1942.

(Sgd) A. B. Fennell, Secretary to the Senate."

Communications from Students' Administrative Council, etc. Communications were also presented from the Stud-

ents' Administrative Council, other student organizations, and various individuals as follows:-

Students' Administrative Council
Victoria College Union
Student Body of the School of Nursing
Physiotherapy Undergraduate Association
Social Work Students' Association
Victoria College Debating Parliament
University C. C. F. Club
Jewish Interfraternity Council
Avukah Society and Student Christian Novement
Students of Emmanuel College
International Student Service

Mr. Irving Himel, Barrister, 88 Richmond St. W., Toronto.
Mr. & Mrs. E. M. Davidson, 60 Duggan Avenue, Toronto.
Mr. Hilton Turner, University of Cincinnati, Cincinnati, Ohio.
Monsieur C. Montminy, Agent Manufacturer, Quebec, P.Q.
Mr. Gilbert E. Jackson, 330 Bay Street, Toronto.

World Council of Churches, 3 Willcocks Street, Toronto.
Toronto Conference, Young People's Union, United Church of Canada.
The Civil Liberties Association of Toronto, 28 Wellington St. W.

During the discussion which followed the Chancellor

Chancellor's notice of motion

gave the following notice of motion:-

Chancellor's notice of motion (Cont'd)

"l. That a Standing Committee to be called the 'Conciliation Committee' be established.

2. That each federated college be invited to appoint two representatives to be members of the Committee.

3. That the ex-officio members of this Board be members of

the Committee. 4. That the ex-officio members together with those appointed by the colleges shall together constitute the joint Conciliation Committee.

5. That if any question arises which may in the opinion of at least two members of the Committee imperil the harmonious working of the University, then before final action in respect of such question the same shall be referred to the Committee for consideration whether the same imperils such harmony, and if so how in the opinion of the Committee it should be dealt with.

6. That the Committee shall elect its Chairman."

The meeting adjourned at 6:40 p.m. to Monday,

Movember 30, at 4 p. m., to further consider this matter.

Minutes confirmed.

Dec. 105,942

Alimelhaedh

Minutes of the adjourned meeting of the Board of Governors held in the Board Room, Sincoe Hall, on Monday, November 30, 1942, at 4 p.m., to discuss the question of the admission of released internees.

Present -

The Chairman (Dr. Macdonald) The Vice-Chairman Mr. McCullagh Mr. LaBine The Chancellor Mr. Ross Dr. Anderson The President Hon. Dr. Kelly Hon. Dr. Bruce Mr. Rogers Mr. Duncan Chief Justice Rose r. Norrow r. Neilly Mr. Osler

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of Mr. Bryce that he would be unable to attend.

The matter was again discussed after which the following resolution was presented and passed:-

"It was moved by C. G. McCullagh, Esquire, Feconded by F. K. Morrow, Esquire,

And Resolved that -MIER.AS the Board of Governors and the Senate of the University of Toronto and also the Federated Colleges have made different decisions in regard to the admissibility of friendly aliens under

discussion, to regular courses in the affiliated Colleges;

AND WIERRAS there is no desire to disturb the spirit of good-will which has existed in all relationships between the Board of Governors, the Senate and the Federated Colleges by legal proceedings to interpret the authority of the different governing bodies; AND MILEREAS the present situation in regard to these inter-

nees can only cause misunderstanding and confusion;

AND WERRAS the Senate and Federated Colleges have questioned the authority of the Board of Governors to rule on the admission of

THEREFORE BE IT RESOLVED that a committee be set up to work in co-operation with members of the Senate and the Federated Colleges, and if deemed desirable meet in conference with the Minister of Education of the Province of Ontario, so that some clear definition of authority may be agreed upon on an amicable basis for the Board of

authority may be agreed upon on an amicable basis for the Board of Governors, the Senate and the Federated Colleges.

WHEREAS it has been intimated to the Board of Governors that after January 1st, 1943, friendly aliens will be permitted to enlist in the Canadian Armed Forces, thus removing their present disability.

BE IT NOW RESOLVED that as soon as the Minister of Defence puts these alien internee applicants in the same position as regards military training in the Canadian Officers' Training Corps as our own

Canadian boys, this Board will rescind its resolution of January 8th last, prohibiting the registration of internees.

BE IT FURTHER RESOLVED that the President and the Chairman of the Board be authorized and instructed to make immediate representations to the Minister of Defence to have this anomalous situation corrected as speedily as possible, so that these young men may enter the University and proceed with their education."

The meeting adjourned at 6 p. m.

Minutes confirmed.

Dec. 105,1945

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, December 10th, 1942, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)

The Vice-Chairman

The Chancellor

The Chancellor

The President

Mr. Ross

Mr. LaBine

Hon. Dr. Kelly

Mr. Osler

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Bruce Mr. Duncan Mr. McCulloch Chief Justice Rose Mr. Rogers

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were dealt with: -

In accordance with notice given at the last meeting the Chancellor

presented the following motion:
1. That a Standing Committee to be called the "Conciliation"

Committee" be established.

2. That each federated college be invited to appoint two re-

presentatives to be members of the Committee.
3. That the ex-officio members of this Board be members of

the Committee.

4. That the ex-officio members, together with those appointed by the college, shall together constitute the joint Conciliation Committee.

5. That if any question arises which may in the opinion of at least two members of the Committee imperil the harmonious working of the University, then before final action in respect of such question the same shall be referred to the Committee for consideration whether the same imperils such harmony, and if so how in the opinion of the Committee it should be dealt with.

6. That the Committee shall elect its Chairman.

Chancellor's lotion re establishment of Conciliation Committee Special Committee to consider preparation of resolution re above motion The Board gave its approval to the principle involved in the above motion and appointed a Special Committee consisting of the President as Chairman, the Chairman of the Board, and the Chancellor to consider the preparation of a final resolution to be presented to the Board for approval.

Released Internees allowed to register It was moved by Dr. Gibson,
Seconded by Dr. Anderson,

And Carried -

That in view of the fact that the Minister of National Defence, having now advised the Board of Governors that the released internees are permitted to take the same military training as other students attending the University, the objection to their entrance has been removed, and that the motion of January 8, 1942, dealing with released internees, be rescinded, and consequently the released internees are to be advised immediately that they may register and commence their studies.

President to ascertain if Released Internees are willing to become Canadian citizens It was moved by Mr. Neilly, Seconded by Mr. McCullagh,

And Carried -

That in as much as these released internees will be permitted to wear the King's uniform while in attendance at the University, the Board of Governors request the President to ascertain if they are willing to become Canadian citizens in due course.

Telegrams
exchanged
between
President
and Hon.
J. L.
Ralston
re
Released
Internees

The telegrams exchanged between the President and the Hon. J.

L. Ralston, Minister of National Defence, in connection with the released internees were read as follows:-

"Hon. J. L. Ralston, Department of National Defence, Ottawa, Ontario.

Could you kindly grant short interview to Chairman, University Board Governors and myself on Thursday or Friday morning this week to discuss serious complication which has arisen here about admission of released internee students to University in connection with their military training.

1 December, 1942.

(Sgd) II. J. Cody, President." Telegrams Released Internees (Cont'd)

"Dr. H. J. Cody, President, University of Toronto, Toronto, Ontario.

Pursuant to our telephone conversation of this morning would be glad to have copy of resolution to which you refer and will explore matter here in hope that situation may be dealt with as far as National Defence is concerned without putting you to necessity of coming to Ottawa.

2 December, 1942.

(Sgd) J. L. Ralston, Minister of National Defence."

"Hon. J. L. Ralston,
Department of National Defence, Ottawa, Ontario.

This Session we have followed the practice of attesting all students enrolling for military training. If you will grant us authority to do so, we will allow released internees and other refugee students to enrol for military training without attestation and will issue them with uniforms.

2 December, 1942.

(Sgd) H. J. Cody, President."

"Dr. H. J. Cody, President, University of Toronto, Toronto, Ontario.

Re telegram second. Under existing regulations you have authority to enrol students for compulsory military training without attestation and to issue them with uniforms subject to the University accounting therefor. I am advised that this is the practice in all universities where they accept for military training the type of student to which you refer. Trust this clears matter. (Sgd) J. L. Ralston,

4 December, 1942.

Minister of National Defence."

"Hon. J. L. Ralston, Department of National Defence, Ottawa, Ontario. Many thanks for telegram. I trust that this will clear matters here. (Sgd) H. J. Cody,
President."

5 December, 1942.

As requested at the last meeting, the Chairman presented a list of routine matters which in order to save time he had suggested might be attended to by the Chairman and the President between meetings and subsequently reported to the Board, and

Upon motion of Mr. Neilly,

Seconded by Mr. LaBine,

Approval was given to the Chairman's suggestion that the following matters be so dealt with:-

Routine appointments within Estimates.

Transfers in appropriations within Estimates. Additional appropriations in University Extension.

Appointments

Authority given to

Chairman and Presi-dent to

deal with

certain routine

matters between

meetings

and subsequently report to Board

> The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Appointments

From 1 January, 1943.

Miss J. E. Booth Faculty of Applied Science Promotions:	- Assistant in Registrar's Office, \$900 ce and Engineering:	per an.
Department of Chemical R. R. McLaughlin	- Professor of Chemical Engineer-	11 11
E. A. Smith	ing \$4,000 - Professor of Industrial 4,000	11 11
J. G. Breckenridge	- Assistant Professor of Chemical Engineering 2,500	11 11
W. G. McElhinney	- Instructor in Chemical Engin- eering for balance of Session	\$1,400
Fron	1 December, 1942.	
Miss V. Richards	- Junior Attendant in Museum, Departmen of Pathology & Bacteriology \$55	
For the	ne Session 1942-43	
Faculty of Arts: Miss M. McDowell	- Technical Assistant in Zoology, from 15 Dec. to 30 June (vice T. Stovell on war leave) \$80	per mo.
Faculty of Medicine: J. Clark	- Prosector and Museum Curator in Anato	omv.
Mrs. A. C. Munro	from 23 Nov. to 30 June \$1,250 - Secretary in Hygiene & Preventive Medicine from 1 Dec. to 30 June (vice Mrs. E. M. McNeily resigned)	per an.
Faculty of Applied Science		
Demonstrators: C. E. Drover	- Chemical Engineering, from 1 Dec. to 15 Apr. (vice R. M. Mathieson, resigned) \$175	per mo.
V. M. Wallingford Department of University	- Engineering Drawing (part time) Extension and Publicity:	\$200
Course in Occupational Miss E. Bowling	Therapy: - Speech Correction, 5 lectures	\$ 50
R. G. Armour	- Neurology, 5 "	50 10
Norman Dean Stuart Thomson	- Workmen's Compensation Act, 1 lecture - Orthopaedic Surgery, 4 lectures	40
Gilbert Falconer	- Medical Conditions and Cardiac Diseases, 3 lectures	30
H. E. Rykert	- Medical Conditions and Cardiac Diseases, 1 lecture	10
F. I. Lewis	- Surgical Conditions, 3 lectures	30 30
W. J. Cardiner J. H. Elliott	- Arthritis, 3 " - Tuberculosis 3 "	30
D. W. Pratt	- Brain Surgery 3 "	30
Course in Physiotherap Miss Frances Cowie	y: - Assistant Supervisor of students' wor . in Physiotherapy at Toronto Western Hospital	
Miss Rita Harland	- Lecturer in Electrotherapy	200

Other recommendations by the President were ap-

proved as follows:-

Salary revisions in Department of Chemical Engineering

That increases in salary be granted to the following Instructors in the Department of Chemical Engineering for the Session 1942-43:-

L. J. Rubin from \$1,300 to \$1,500 E. T. Williams " 1,200 " 1,500 M. Adelman " 1,300 " 1,400

Compassionate allowance to Miss E. Hargreaves, Registrar's Office, re income tax payment That Miss Elizabeth Hargreaves, Assistant in the Registrar's Office, who is to retire on pension as of January 1, 1943, be granted a compassionate allowance of \$232.80 to provide for further Income Tax payments on her account for the year 1942; and at the Bursar's suggestion it was decided that this amount be paid at the rate of \$29.10 per month, from January to August, 1943, inclusive, to the Income Tax Department on behalf of Miss Hargreaves.

Changes authorized in Registrar's Office That due to the retirement of Miss Hargreaves the following changes be authorized in the staff of the Registrar's Office, effective January 1, 1943:-

An additional \$100 per annum to Miss I. E. Fraser,
Assistant, bringing her salary to the rate of \$1,000 per annum.
An additional \$100 per annum to Miss J. L. Stephens,
Assistant, bringing her salary to the rate of \$1,200 per annum.

Provision for an additional clerk in the Graduates'
Register at a salary at the rate of \$900 per annum.

Authority for transfer in Library appropriations That the resignation of Stanley South, First Stackman in the University Library, be accepted as from December 31, 1942, and that the balance in the appropriation for this position, viz: \$70 per month for the six months from January 1 to June 30, 1943, be transferred to the fund for "Additional Assistance".

Resignations -

That the following additional resignations be accepted:-

Dr. Charlotte M. Horner, Demonstrator, Department of Epidemiology and Biometrics, School of Hygiene, as of October 31, 1942.

Mrs. A. D. Rowan, Stenographer in the School of Nursing, effective November 30, 1942.

Mrs. Elizabeth M. McNeilly, Secretary of the Department of Hygiene and Preventive Medicine, as of November 30, 1942.

Payment of \$166 to Mr. E. Sirluck, cancelling previous recommendation That Mr. E. Sirluck, who had been granted a Graduate Fellowship for 1942-43 and who enlisted since receiving the first instalment, be paid the full amount of the second instalment of the Fellowship, viz: \$166.00, for extra work done in the Department of English, thus cancelling the additional sum of \$100 previously sanctioned by the Board in this connection.

Postponement of fees of Miss N. Young, lst Year Arts, U.C.

Postponement of fees of Miss Jean Norman, 1st Year Arts, U.C., and payment of second instalment of Morley Wickett Scholarship now instead of in February, 1943

That payment of the fees of Miss Norah Young, First Year Arts, University College, be postponed until after the war as her mother is unable to receive sufficient funds from England to pay these fees.

That the fees of Miss Jean Norman, First Year Arts, University College, who is a war guest of the University of Toronto Women's War Service Committee, be postponed until after the war, and that the second instalment of the Morley Wickett Scholarship, which Miss Norman would not normally receive until 20 February next, be paid to her immediately. This scholarship carries a cash payment of \$70 to the winner, together with a remission of fees to a similar amount for four years provided an honour standing is maintained. There is no cash payment involved in the remission of fees, the amount of \$70 being credited to Miss Norman's account, and therefore the fees to be postponed in her case will be the balance remaining after such allowance has been made.

Extension Course on "Gliders and Gliding" That a course of 13 lectures on "Gliders and Gliding" be authorized in the Department of University Extension and Publicity at the request of Dean Young for about 100 young men in the various aircraft factories, at a fee of \$5.00 per student.

Revised budget of balances of Carnegie grants for Department of Educational Research That the following revised budget for 1942-43, covering the balances of Carnegie grants to the Department of Educational Research, be authorized as follows:-

(a) Library(b) Travelling Expenses

- \$ 750.00 - 250.00

(c) Unappropriated - 287.06

\$1,287.06

This revision is due to the fact that the actual balances at June 30, 1942, amounted to the above-mentioned sum of \$1,287.06 as against the estimated balance of \$1,238.39, upon which the budget approved by the Board in June last was based.

Additional telephone equipment for Faculty of Applied Science

That additional telephone equipment in the Faculty of Applied Science and Engineering be authorized at an annual cost of \$350 per annum, the amount estimated by the Superintendent for the balance of the present year 1942-43 being \$200.

Authority for signing of agreements -

Upon motion of Mr. Bryce.

Seconded by Mr. LaBine.

Authority was given for the completion of the following agree-

ments:-

Re ground floor of Economics Building

(1) With the Department of Public Works, Dominion Government, for the rental of part of the ground floor of the Economics Building, 275 Bloor Street West, at \$1,200 per annum for one year from November 18, 1942, with the option of renewing the lease from year to year, and on the understanding that the University looks after the maintenance costs and that the Government reimburses the University for necessary alterations.

Classes in Personnel Adminis'n

(2) With the Department of Labour, Dominion Government, for the holding of two evening classes in Personnel Administration commencing in April, 1943.

Portable School for Classes in Physiotherapy

(3) With the Board of Education, City of Toronto, in connection with the lease of a Portable School Building for classes in Physiotherapy to be erected on University property immediately west of 184 College Street, at a rental of \$1.00 per year and an undertaking to pay the cost of erection and maintenance, estimated at approximately \$1,800., and possibly a like amount for dismantling, removing and re-erecting on such site as may be determined by the Board of Education.

Donation of Margaret Eaton Library

There was presented the following letter from Mr. John D. Eaton, President of the T. Eaton Company Limited, transmitting cheques for the endowment and maintenance of the Margaret Eaton Library

in connection with the School of Physical and Health Education:-

"The Hon. and Rev. H.J.Cody, M.A., D.D., LL.D., President, University of Toronto, Queen's Park, Toronto, Ontario.

Dear Doctor Cody: -

RE: The Margaret Eaton Library

When the amalgamation of the Margaret Eaton School with the School of Physical and Health Education of the University of Toronto was consummated, it was arranged with you that the Margaret Toronto was consummated, it was all anged with you that the sum of state of the books constituting its Eaton School would denate to the University the books constituting its present Library, together with the sum of \$10,027.56, being the cash surplus to the credit of the School, a cheque for which is enclosed.

It is understood as follows:-

THAT you will use these books and expend this sum of money as may be required to furnish and equip an up-to-date Library, including the necessary books for use in connection with the School of Physical and Health Education of the University of Toronto, and other

appropriate books on Literature and Expression.

THAT the Library will be permanently designated as 'The Margaret Eaton Library' in recognition of the part which the late Margaret Wilson Eaton, the widow of the Founder of this business, played in the establishment of The Margaret Eaton School of Literature and Expression from which The Margaret Eaton School later developed.

THAT the interest on any unexpended part of this gift will be used also from time to time for the same purpose as the

gift itself.

Donation of Margaret Eaton Library (Cont'd) THAT the name 'The Margaret Eaton Library' will be suitably placed and maintained on or over the doorway leading to the Library and on each book forming a part of the Library, and a Portrait of the late Mrs. Eaton - to be presented by this Company - will be hung in a prominent position in the Library.

In addition, this Company is donating the sum of \$5,000 to be set up as an endowment fund to be held by the University indefinitely, the income from which is to be used from time to time for the purpose of replacing worn volumes and supplying new and addi-

tional volumes for the Library.

It is understood that the Library will be located in a permanent building of the University suitable for housing the School of Physical and Health Education and the money represented by these gifts will be expended in the discretion of the Committee of Members of the School Staff which will include Miss Somers whilst she continues to be connected with the School, and a representative of the Company; and that in consideration of these gifts the University will assume the responsibility for maintaining a good physical appearance and condition of the Library, its furnishings and equipment.

Yours very truly,

December 9, 1942.

(Sgd) John D. Eaton."

This donation was accepted with grateful thanks and appreciation in accordance with the terms outlined in Mr. Eaton's letter, and authority was given the Bursar for the investment of the money received in this connection.

Donation by T. Eaton Company of Scholarships and Medals There was also presented the following letter from Mr. Eaton in connection with the donation by the T. Eaton Company Limited of Scholarships and Medals:-

"The Hon. and Rev. H.J.Cody, M.A., D.D., LL.D., President, University of Toronto, Queen's Park, Toronto, Ontario.

Dear Doctor Cody: -

RE: Scholarships and Medals

The arrangements in connection with the taking over by the University of the premises formerly occupied by The Margaret Eaton School at a nominal rental having been completed, we wish to confirm the proposal made some time ago as to Scholarships and Medals to be donated by this Company as a tribute to the memory of the late Mrs. Timothy Eaton, widow of the Founder of this business, and to the memory of the late Mrs. Emma Scott Raff Nasmith, first Principal of The Margaret Eaton School of Literature and Expression.

We are pleased to donate six Scholarships for the 1942-43 School Year which will be known as 'The Margaret Eaton Scholarships', and two Medals, one of which will be known as 'The Margaret Eaton Gold Medal' and one as 'The Emma Scott Nasmith Gold Medal'.

The Scholarships for the 1942-43 School Year will consist of three to be awarded to students completing their First Year and entering the Second Year, and three to be awarded to students completing their Second Year and entering the Third Year. The Medals are to be awarded to students completing the Third or Graduating Year.

The Scholarships and Medals for the 1942-43 School

Year will be awarded in the manner as follows:-

Donation by . Eaton Company of Scholarships and Medals (Cont'd)

To Students completing First Year and entering Second Year - lst. \$250 to student having Grade 'A' standing (lst Class Honours) in the general Course with proficiency in Literature and Expression.

to student having Grade 'A' standing (1st Class Honours) in the general Course with proficiency in Literature and Expression.

\$150

2nd.

to student having Grade 'A' standing (1st Class 3rd. \$100 Honours) in the general Course with proficiency in Literature and Expression.

To Students completing Second Year and entering Third Year - lst. \$250 to student having Grade 'A' standing (1st Class Honours) in the general Course with proficiency in Literature and Expression.

to student having Grade 'A' standing (1st Class Honours) in the general Course with proficiency in Literature and Expression. \$150

to student having Grade 'A' standing (1st Class

3rd. \$100 Honours) in the general Course with proficiency

To Students completing Third Year (Graduating Year) The Margaret Eaton Gold Medal, to the student having the highest standing in the general Course with First Class Honours in Literature and Expression.

The Emma Scott Nasmith Gold Medal, to the student having the highest standing in Literature and Expression, with First Class Honours in the general Course.

The Scholarships and Medals as above will be donated for a period of five years commencing with the School Year ending June 1943, and continuing thereafter until June 1947. It is understood, however, that we will have the privilege of continuing such Scholarships and Medals for further five-year periods, should we so desire.

It is understood that the number of Scholarships and the conditions applicable to the Scholarships and the Medals may be varied from year to year by mutual agreement between the University and ourselves, but that the total amount of the Scholarships will not be reduced. Particulars of the Scholarships and of the Medals and the conditions on which they will be awarded are to be published in the calendar of each School Year, and will be announced as soon as possible for the current School Year.

The Schoolarships and Medals will be awarded at the discretion of the School of Physical and Health Education of the School of Physical and Health Education.

discretion of the Council of the School of Physical and Health Education, subject to compliance with the standards herein set out, and both women and men students will be eligible for the Scholarships and Medals.

The School, as its name indicated, was originally a School of Literature and Expression. This was as planned by the Founder, Mrs. Timothy Eaton; the first President and Advisor, the Rev. Nathaniel Burwash; and the first Principal, Mrs. Emma Scott Raff Nasmith. But as Oral Expression required grace of movement and good address, which could be developed only through suitable Physical Culture, instruction in Physical Culture came to be introduced.

As it is our hope that there will ultimately be included in the curriculum of the School of Physical and Health Education, subjects adequate for the purpose of enabling students to develop a high appreciation of Literature and proficiency in the art of Expression, we would request that a Committee be set up to consider the time and manner in which this object could be achieved, and we therefore venture to suggest that the following be members of this therefore venture to suggest that the following be members of this

The President of the University of Toronto
The Dean of the Faculty of Arts
Head of the Department of English in University College
The Director of the School of Physical and Health Education
The Director of University Extension

Will you be good enough to let us know if these pro-

posals meet with your approval.
Yours very truly,

(Sgd) John D. Eaton.

December 9, 1942.

Donation by T. Eaton Company (Cont'd)

The Secretary was directed to convey to Mr. Eaton the Board's sincere thanks and appreciation of this further evidence of generosity on the part of the T. Eaton Company Limited, and to transmit the conditions outlined by the Company to the Senate for settlement of the academic details.

Offer of admission by Medical Alumni Federation

An offer was also accepted from the Medical Alumscholarship ni Federation to present the sum of \$200 to the University for an admission scholarship in the Faculty of Medicine for the Session 1943-44, the details in connection with the award to be considered at the February meeting of the Faculty Council.

Additional donations .

The following additional donations were reported and were received with thanks and appreciation:-

from the Department of National Defence for tuition fees \$17.832.00 of R.C.A.F. personnel attending the Radio Mechanics

Courses 7 and 8. from the Canadian Red Cross Society to complete their 9,983.35

grant of \$15,000 to the Institute of Child Study. from the National Research Council for Project FE 6444 -5,000.00 Physics, Burton-Pitt.

from the National Research Council for Project A.M.1 -5,000.00 Aviation Medical Research - Bazett.

from the Canada Permanent Trust Company representing the 2,627.93 balance of the distribution of residue under the bequest to the University of Eliza Jane Robertson for research in arthritis, making a total of \$22,627.93.

covering the three Scholarships given annually by B'nai 350.00

B'rith, Toronto Lodge.
from the Maple Leaf Fund Inc., New York, being a contribution of Mr. E. J. Cornelis towards the support of the Seadown Nursery at Carleton Place, Ontario. 330.00

from an anonymous donor for credit of the Forestry Mem-250.00 orial Scholarship Fund.

from Mr. Mark G. Cohen in payment of the 1942-43 award of the Moses M. Cohen Scholarship in Social Work. 200.00 from Mrs. B. Kilbourn to cover the award of the William 100.00

Emerson Wickett Scholarship for 1942-43.

from the University Engineering Society to be credited 50.00 to the Society's Loan Fund and representing fines collected from the students involved in the Whitney Hall raid.

Proposed Courses in Faculty of Medicine

The Bursar presented a letter from the Faculty of

Medicine in connection with three proposed courses to be held in that Faculty, to which approval was given as follows:-

January 4, 1943 - A Course for selected graduate nurses -\$25.00 Fee for the Course

January 11,1943 - A course for Naval Officers, about ten medical officers. No fee to be charged for this course as it is considered to be a contribution to the war effort

February 15,1943- A course in Industrial Medicine -\$10.00 Fee for the Course

Additional appropria-tion in Bursar's office re salary adjustments in lowersalaried group

In connection with the authority given on September 10 to the Chairman of the Board, and to the Chairman of the Finance Committee, Mr. Ross, to make certain adjustments in salaries and any other changes deemed necessary in the Bursar's Office, Dr. Macdonald reported that he had gone into the situation very carefully and that the least possible amount required for this purpose was \$4,500.

Upon motion of Mr. Bryce.

Seconded by Mr. LaBine.

Authority was given for an additional appropriation of \$4,500 in the Bursar's Office to provide for certain increases to the lowersalaried group as and when approved by the Chairman of the Board and the Chairman of the Finance Committee.

Current Expenditure

The Bursar presented the Summary of Receipts and Expenditures for the month of November, and it was ordered that in future a copy of this statement be available for each member of the Board.

The Bursar also presented his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of December and the first part of the month of January. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Report of Standing Committee re observance of anniversary of Sir Frederick Banting's death

The following report of the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death was read and approved as follows:-

"To the Board of Governors. University of Toronto.

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Thursday, December 4th, 1942, at 3 p.m., at which the following members were present:-Dr. C. H. Best Dr. V. E. Henderson The President (in the Chair) The Chancellor

Dr. H. B. Anderson The Sursar was present as Secretary.

The Secretary read the last report of your Committee arising from the meeting held on February 12th, 1942, which embodied the details of the inauguration of the Banting Lectures on February 20th, 1942, and the Golden Book in commemoration of the work of the late Sir Frederick. The Bursar was present as Secretary.

Report of Standing Committee re observance of anniversary of Sir Frederick Banting's death (Cont'd) It was decided to hold the second Banting Lecture on Monday, February 22nd, 1943, at 4:30 p.m., and your Committee discussed the question of selecting the speaker for this occasion. The following names were suggested in the order mentioned:-

. Dr. Allan Gregg, Director of Division of Medical Science,

Rockefeller Foundation.

2. Dr. Elliot P. Joslin, Hon. President, American Diabetic Association.

3. Dr. John R. Williams, Hyland Hospital, Rochester, N. Y.
Your Committee recommends that this matter be left with
the President for completion of the arrangements.
Your Committee further recommends that the order of service for the second Banting Lecture be as follows:-

1. Prayer

. Introduction of lecturer

3. Memorial Lecture

In connection with the pictures painted by the late Sir Frederick, your Committee has been informed that these will be on ex-

hibition on the day of the lecture.

Consideration was also given to the question of raising funds for the endowment of the Banting Lectureship and for some tangible memorial, and your Committee recommends that an invitation be extended to Mr. M. B. Hastings, President of the Alumni Federation, to meet with Mr. F. K. Morrow and other members of your Committee to discuss plans for the establishment of an organization to handle this matter.

The Secretary submitted the material which he had prepared for the proposed Golden Book, and your Committee recommends that he be authorized to proceed with the completion of the same.

Respectfully submitted,

December 4, 1942.

(Sgd) H. J. Cody, Chairman of Committee."

Report of Standing Committee on Hart House covering Annual Audited Statement for year 1941-42 Upon motion of Mr. Bryce the following report of the Standing Committee on Hart House was approved, together with the annual financial statement of Hart House for the year 1941-42, and the Secretary was directed to extend to Mr. Gilley, the Acting Warden, the commendation of the Board for the splendid manner in which he and his staff have handled the affairs of Hart House during the past year:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

The Standing Committee on Hart House matters begs to re-

port as follows:-

1. Your Committee held a meeting in Room 215, Simcoe Hall, on Tuesday, 8th December, 1942, at 5 p.m., the following being present:

Dr. H. B. Anderson (Chairman)

Mr. R. A. Bryce Mr. J. R. Gilley (Secretary)

The Auditor's report for the year 1941-42 was presented. The following is a summary of the financial operation for the year:-

Revenue - \$280,134.15 Expenditure - 269,690.38

Profit \$10,443.77

The operations for the year 1941-42 show a profit of \$10,443.77 which is an increase of \$4,338.36 over the previous year. This increase is attributable for the most part to the increased revenue received from special meals served to the Royal Canadian Air Force throughout the whole of the financial year.

Report of Committee on Hart House (Cont'd) The Acting Warden stated that the total number of meals served during the year was 506,963 as compared with a total of 258,929 in 1940-41; there were 299,308 meals served to the Royal Canadian Air Force as compared with 59,340 during the year 1940-41.

All of which is respectfully submitted.

December 8, 1942.

(Sgd) H.B.Anderson, Acting Chairman."

President's Annual Report for 1941-42 The President presented his Annual Report upon the work of the University and Colleges for the year ended 30 June, 1942, and the same was ordered to be printed and transmitted to the Legislative Assembly in the usual manner.

Cancellation
of second
meeting in
December,
and authority to
Property
Committee
to deal
with
Insurance

renewal

Upon motion of Mr. McCullagh,

Seconded by Dr. Gibson,

.It was Resolved to cancel the second meeting in December which would fall this year on Christmas Eve, and to delegate to the Property Committee power to act in connection with the renewal of the University's General Insurance Schedule which expires on 1st January, 1943.

The meeting adjourned at 5:35 p.m. to Thursday,

14th January, 1943, at 4 p. m.

Judeted.

Minutes confirmed.

Jan. 14 E, 943

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 14th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)

The Vice-Chairman

The Chancellor

The President

Mr. McCullagh

Mr. Bryce

Chief Justice Robertson

Mr. LaBine

Mr. Mcrow

Mr. Mcrow

Mr. Neilly

Mr. McCullagh

Hon. Dr. Bruce

Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Rogers

Hon. Dr. Kelly Chief Justice Rose

The minutes of the last meeting were read and con-

firmed.

The Chairman then extended a cordial welcome to the new member of the Board, the Honourable Robert Spelman Robertson, Chief Justice of the Province of Ontario, whose appointment was contained in an Order-in-Council presented at the meeting, dated 5th January, 1943, and covering the period for six years from 20th June, 1942, to fill the vacancy caused by the death of J. McGregor Young, Esquire, K.C.

Arising out of the minutes the following matters

were dealt with: -

Establishment of Internal Relations Committee

Appointment of Chief

Robert-

son as a member

of the

In connection with the Chancellor's motion regarding the establishment of a Standing Committee to be called the "Conciliation Committee", the Board approved of the following resolution presented by the Special Committee appointed to consider this matter and ordered that a By-Law be prepared to cover the same:-

Establishment of Internal Relations Committee (Cont'd)

"It was moved by the Rt. Hon. Sir William Mulock, K.C.M.G., Chancellor Seconded by the Hon. H. J. Cody, LL.D., President, And Resolved -

1. That a Standing Committee to be called the 'University Internal Relations Committee' be established.

2. That each federated college and University College be invited to appoint two representatives to be members of the Committee.

3. That the Chancellor, the Chairman and the President and three others chosen by the Board be members of the Committee.

4. That the Senate be invited to appoint five of its members to be members of this Committee.

5. That the above-mentioned members of the Board, together with those appointed by the Senate, and by the colleges, shall together constitute the joint University Internal Relations Committee.

opinion of at least two members of the Board imperil the harmonious working of the University, then before final action in respect of such question the same shall be referred to the Committee for consideration whether the same imperils such harmony, and if so how in the opinion of the Committee it should be dealt with.

7. That the Committee shall elect its Chairman."

Report of Cheirman and President on matters dealt with between meetings Following the authority given at the last meeting of the Board, the Chairman explained that he had gone over the Board business with the President and the Bursar on Tuesday, January 12th, and the Board confirmed the action taken as outlined in the following report:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

We beg to submit the following report of what, according to instructions given by the Board, we have done in regard to certain routine matters:

(1) We have approved and report to the Board for their confirmation the following appointments, at the salaries set opposite their names:-

Appointments

For 1942-43

Faculty of Arts:

B. Weinberg - Laboratory Technician, Fischer Organic

Research, from 1 Dec. to 30 June

860 per mo.

Mrs. H. Stark - Class Assistant, Psychology, from 1 Jan. to 30 June

Faculty of Medicine:
Miss K. Lee

- Technical Assistant, Medicine, from 5 Jan. to 30 June \$95 per mo.

W. C. E. Eggleton - Assistant (part time), Pathological Chemistry, 4 Jan. to 10 July

Faculty of Applied Science and Engineering:
Miss M. Ganz - Demonstrator, Chemi

- Demonstrator, Chemical Engineering, from 4 Jan. to 15 April \$175 per mo. - Demonstrator (part time), Electrical

\$250

E. A. Ricker - Demonstrator (part time), Electric Engineering, 14 Jan. to end of Session

School of Nursing:
Miss B. Shenstone

- Instructor in Nursing, 1 Jan. to 30
June \$125 per mo.

Mrs. R. E. Will - Clinical Instructor in Nursing,
20 Jan. to 20 April \$120 "

ments (Cont'd)

Additional vote in Electrical Engineering

Extra services of A. D. Hogg

Appointments for University Extension Classes

Medical Jurisprudence

Bonuses in Botany re Miss Alward's leave

200 to Fraf. T. W. Cock, Psychology

Transfer in Health Service

Division of \$10,000 vote Special Research:

W. J. Crittle - Mechanician
Mrs. B. Young - Research Assistant
E. Pege - Pesearch Fellow \$150 per mo. Mrs. B. Young E. Page A. C. Burton 90 11 11 77 - Research Associate

(2) In connection with the name of Mr. E. A. Ricker, we recommend that the Board make an additional appropriation of \$200 for the Department of Electrical Engineering to provide for his salary.

(3) We have also recommended the appointment of Dr. A. D. Hogg for an additional half day per week, for the second term, in Mechanical Engineering, his total salary for the entire year to be

(4) We have also recommended two appointments for Rural Tutorial Classes, carried on through the Department of University Extension, in the counties of Grey, Simcoe, Muskoka, and Oxford; and two appointments to the course in Occupational Therapy to take the work of Miss Nora Lea, of the Children's Aid Society, who has received an appointment in Ottawa, and Dr. J. H. Elliott, who has passed away.

passed away.

(5) We have recommended the new allocation of the amount of \$250, set apart for lecturers in Medical Jurisprudence.

(6) Owing to illness we have approved a continuation of the leave of absence till June 30, 1943, for Miss Alward, clerical assistant in the Department of Botany, at half salary. From the amount of her salary thus saved, we approve a bonus of \$250 to Mrs. B. B. Hillary for the coming term, and of \$100 to Miss Ruth Hobber-

(7) We have approved the granting of \$200, out of the

(7) We have approved the granting of \$200,out of the David Dunlap Scholarship for research work in the Department of Psychology, to Professor T. W. Cook.
(8) In the University Health Service, in consequence of the enlistment of Dr. Redmond, we have approved the transfer of the balance of her salary, namely \$500 less amount already paid, \$187.50, to the account of the "Occasional Staff for Examinations".

(9) We have approved that out of the estimates of the Ontario College of Education the item of \$10,000 marked 'Special for instructional nurposes' be divided equally between the Toronto.

for instructional purposes' be divided equally between the Toronto Art Gallery and the Institute of Child Study in the University of Toronto. This division is approved by the Minister of Education.

(Sgd) D. Bruce Macdonald, Chairman.

(Sgd) H. J. Cody, President."

certain adin the Bursar's Office

In connection with certain adjustments in the Bursar's Office the following is the report of the Chairman of the Board and the Chairman of the Finance Committee covering the same:-

"Mr. C. E. Higginbottom, Bursar, University of Toronto.

Dear Mr. Bursar:
In conformity with the Board's action at the meeting on September 10, 1942, on remitting to the Chairman of the Board, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Board, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, and to the Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, And Tourist Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, And Tourist Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, And Tourist Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, And Tourist Chairman of the Finance Committee, Mr. Ross, Dr. Macdonald, And Tourist Chairman of the Finance Chairman the duty of making adjustments in salaries and any other changes deemed necessary in the Bursar's Office, as a result of several resignations from the staff and the increased work involved in recent Income Tax from the staff and the increased work involved in recent Income Tax legislation, research grants, etc., the undersigned have gone carefully into the affairs of the Bursar's Office, and after a thorough consideration of the situation have approved certain small increases to those in the lower-salaried group, to become effective as of January 1st, in the lower-salaried group, to become effective as of January 1st, in the details are set out in the following memorandum and can be provided from the additional appropriation of \$4,500 granted for this purpose by the Board on December 10th:- Effective 1 January, 1943.

	Estim- ates 1942-43	Estimated Actual Ex- penditure at present rate to 30 June,1943	Present Rate	Proposed Annual Change	Proposed Rate from 1 January, 1943	Estimated Actual Expenditure at pro- posed rat to 30 Jun 1943
The Bursar	\$ 5,500.	\$ 5,500.	\$ 5,500.	-	\$ 5,500.	\$ 5,500.
Accounts Branch:	,	,				
J. A. Gair, Accountant, General Funds, 2 \$2,400; on War Service	e 72.	72.	72.	-	72.	72.
G.L.Court, Accountant, Trust Funds,@ \$2,300; on War Servic H.E.McBride, Acting Accountant,		69.	69.	-	69.	69.
@ \$1,700, and \$500 additional allowance for duration of war Miss E. Crookshanks, Assistant	2,200.	2,200.	2,200.	-	2,200.	2,200.
Accountant	1,350.	1,350.	1,350.	100.	1,450.	1,400.
Bookkeepers: W. U. Macfarlane # H. Pouwels, resigned	1,300. 1,300.	1,300.	1,300.	100.	1,400.	1,350.
J. Prince, @ \$1,100; on War Service	28.	28.	28.		28.	28.
M. Holditch	875.	992. 900.	1,000.	100.	1,100.	1,042. 950.
X Miss Howitt Temporary for duration of war	:	500.	300.	100.	1,000.	200.
# W. J. Duthie, resigned	1,200.	71.	- 200	-	1,200.	1,200.
J. Seath X R. A. McMurtrie	_	1,200. 846.	1,200. 1,200.		1,200.	846.
Appropriation Ledger Clerks:	3 700	3 500			, ,	1 700
Miss Long Miss Whitehead	1,700.	1,700. 1,100.	1,700.	100.	1,700.	1,700. 1,150.
Clerks:			ŕ	50	1 100	1 075
Miss Quinlivan Miss Haight	1,050. 875.	1,050. 900.	1,050.	50. 150.	1,100.	1,075. 975.
Miss Stuckey	825.	900.	900.	100.	1,000.	950.
Miss Blunt	900.	900.	900. 900.	100.	1,000.	950. 942.
X Miss Nimmo X Miss Barnum	-	892. 892.	900.	100.	1,000.	942.
X Miss Parsons	-	480.	780.	120.	900.	540.
Fees Branch:	0.050	9 950	2 250		2,250.	2,250.
Miss Goodwin, Chief Clerk G. M. Grant, Cashier	2,250.	2,250. 1,800.	2,250. 1,800.	·	1,800.	1,800.
Record Clerks:	1 000	1 000	1 000	100.	1,100.	1,050.
Mrs. McCormick Miss de Wynter	1,000. 950.	1,000. 950.	1,000. 950.	100.	1,050.	1,000.
X Miss James	-	480.	780.	120.	900.	540.
Secretarial Branch:						
Miss Burns, Secretary to the Bursar	2,100.	2,100.	2,100.	_	2,100.	2,100.
Miss Donovan, Assistant	1,050.	1,050.	1,050.	100.	1,150.	1,100.
Miss Austin, Appointments		3 000	1 000		1 000	1 900
and Pensions Miss Lillie, Assistant	1,800.	1,800.	1,800.	100.	1,800.	1,800.
Clerks: Mrs. Stuckey	1,050.	1,050.	1,050.	50.	1,100.	1,075.
# Miss Paine, resigned	950.	158.	-	100.	1,000.	950.
X Miss Ruddell X Mrs. Allison	_	900. 727.	900.	100.	1,000.	777.
X Miss Baillie	-	653.	780.	120.	900.	713.
X Miss Charles	-	617.	780.	120.	900.	677,
Clerical Assistance	1,700.	1,700.	1,700.		1,700.	1,700
	\$35,994.	\$41,685.	\$42,789.	\$ 2,230.	45,019.	:42,463

Report on Bursar's Office (Cont'd)

Estimated actual expenditure at proposed rate to 30 June, 1943

\$42,463.00

Amount provided in Estimates for year ending 30 June, 1943

\$35,994.00

Appropriation approved by Board of Governors 25 June, 1942

2,000.00 37,994.00

Amount required under additional appropriation of \$4,500 granted by the Board of Governors on 10 December, 1942

\$ 4,469.00

Amount of Clerical Assistance required to 31 December, 1942, included in the \$1,700 shown in statement:Mrs. Lilley - \$350.00
Miss Davis - 214.00

R. Freeman 70.00 Mrs. Patterson

X - New members of Staff

- Resigned Number on staff (including 3 on war service and 2 temporary for duration of the war)

Approval has also been given to the following:-

Salary in-crease for H.E. CBrile

to J. A.

That the additional salary allowance of \$500 per annum granted That the additional salary allowance of \$500 per annum granted to Mr. H. E. McBride, Acting Accountant, for the duration of the wer be made permanent, thus making his regular salary at the rate of \$2,200 per annum from 1st January, 1943.

That an honorarium of \$50 be paid to Mr. J. A. Geir, Accountant, now on wer service, in recognition of the night work done by him in assisting in the preparation of the University's Annual Report for

1941-42.

(Sgd) D. Bruce Macdonald, Chairman, Board of Governors.

December 11th, 1942.

(Sgd) Geo. H. Ross, Chairman, Finance Committee."

Resignation of rs. E. Allison and M. Holditch, and balance of alaries made avail-able for

The Bursar reported the resignation of Mrs. E. Allison, Clerk in his office, as of December 19th, and the enlistment in the Royal Canadian Air Force of one of his bookkeepers, Murray Holditch, on January 8th, and authority was given for the balance remaining in these salary substitutes. appropriations to be made available for substitutes.

The following recommendations of the President

were approved: -

payment to Prof. E.W. McInnis

That Professor E. W. McInnis of the Department of History be granted an additional \$100 for the balance of the present academic vear 1942-43.

Loan of M. Adelman to Applied Physics,

That the services of Mr. M. Adelman, Demonstrator in Chemical Engineering, be loaned to the Department of Applied Physics as a part-time Demonstrator for the balance of this Session and that \$300 of his salary be paid from the funds of the Department of Applied Physics instead of from Chemical Engineering.

Additional appropriations in Health Service That the following additional appropriations be granted in the University Health Service for the balance of 1942-43:-

"X-Ray Survey for Tuberculosis"
"Occasional Staff for Examinations:

Men's Division - \$800 Women's Division" - \$200

Bursary to Miss Jean E. Cooper, and additional vote granted That Miss Jean E. Cooper, a student in Second Year of the School of Social Work, be granted a tuition bursary of \$81.00 (balance of her fees), and that an additional appropriation of this amount be added to the Bursary vote to cover the same.

Communications were presented and dealt with as

Statute of Senate

follows: -

From the Registrar transmitting Statute of Senate No. 1564 respecting the Cody Medals in Medicine, and this Statute was approved.

Limitation of students in First Year Dentistry Also from the Registrar stating that the Senate had approved of a report from the Board of Dental Studies recommending that the number of students to be admitted to the First Year in the Faculty of Dentistry in 1943 be limited to approximately 50 owing to lack of accommodation, and the Board concurred in the Senate's approval.

A. H. James, Fourth Year Medicine, not required to pay the fees for first term

From Dr. Ryerson stating that Mr. A. H. James, Fourth Year Medicine, who is here on a Rockefeller Foundation Studentship, did not register until August 24th. He succeeded in passing the exeminations for the second and third terms and paid \$240 in fees for this work. As Dr. Ryerson says that the question may arise later as to whether he should pay the fees for the first term which he missed, the Board ordered that under the circumstances Mr. James be not required to pay the \$100 for the first term's fees.

Refunda of malarias, on account of Naval appointments, from Professors Best and Solandt

From Professors C. W. Best and D. Y. Solandt transmitting a further refund of a portion of their salaries, on account of their Naval appointments, and approval was given to the following disposition of these amounts as requested by them:-

From Professor Best - to be credited to the Medical Research Banting Fund - \$1,800

From Professor Solandt - to be credited as follows:Salaries Medicine Physiology, 2/3rds - \$1,070
School of Hygiene Physiological
Hygiene, 1/3rd - 535 \$1,605

From Mr. S. L. de Carteret, Deputy Minister of National Defence for Air, stating that the increase in rate from \$10.00 to \$10.75 per week per man for accommodation and messing at the University for members of the Radio Mechanics' Courses had been approved, effective 5th October, 1942, until termination of the present course.

From Mr. J. R. Gilley, Acting Warden of Hart House, setting out the following suggested rules for the conduct of Hart House Theatre from lpt January to 30th June, 1943:-

Suggested rules for the conduct of Hart House Theatre from 1st January to 30th June, 1943, drawn up at a meeting held in Hart House on 15th December, 1942, Professor Gilbert Norwood, Mr. A. D. LePan, and Mr. J. R. Gilley being present.

(1) The Theatre shall not be available for any theatrical activities - anything, that is, requiring the theatre steff, scenery, lamps, stage equipment, etc., and the supervision of the syndics. The syndics will, accordingly, before 1st January remove and store, under their control, all perishable property needed for such activities, and will keep closed all parts of the premises required for storage of this material.

(2) Nevertheless, the Theatre shall be available for lectures, meetings and similar uses, provided that they concern the University as a whole. Whether any request for such use of the Theatre should be granted or refused shall be decided by Mr. J. R. Gilley, who in doubtful cases only shall consult Mr. LePan and Professor Norwood.

(3) Menever the Theatre is so used, the University acting through Mr. Gilley, shall be solely and entirely responsible, managing all activities, making good any damage, and arranging for such work as cleaning, lighting and general custody of the premises.

From the Canada Permanent Mortgage Corporation advising that the following debentures of their Corporation held by the University would mature on 1st February, 1943, and authority was given for the renewal of these debentures for a further period of five years with interest at the rate of 31% per annum:-

Debentures Nos. R-2034 for \$600 (held for the Maurice Cody Memorial L-14047 " \$300 (Prize in Modern History)

R-2033 " \$200 (held for the Maurice Cody Memorial Prize in University Schools)

Increme in rate paid by Dominion Government re accommodation for members of R.C.A.F.

Suggested rules for conduct of Hart House Theatre

Renewal of Canada Permanent Wortgage Corporation Debentures Death of
Mrs. Mary
I.Freeland
who was
granted an
annual
allowance
from the
J. H. Richardson
Fellowship
Fund

From Mrs. Catherine Bennett advising of the death of Mrs. Mary

I. Freeland, to whom the University has been paying an annual allowance
of \$250 from the funds of the J. H. Richardson Fellowship. The Bursar
reported that although Mrs. Freeland had died on December 18th he had,
at the request of Mrs. Bennett, issued a cheque for the full amount of
the allowance which Mrs. Freeland would have received for the month of
December had she lived, in order to help defray the funeral expenses.
This action was confirmed by the Board.

Suggested Round Table discussions by University From Mrs. Louise McDonald, Champion, Alberta, suggesting that the University inaugurate and broadcast a series of Round Table discussions, and this letter was referred to the President for reply.

Donations -

The following donations were reported and were

accepted with thanks and appreciation: -

ecepted with on	manks and appropriation.
Rockefeller Fo	oundation:
\$22,670.00	(Canadian funds) being a further grant from the International Health Division for the employment of additional Faculty members in the School of Hygiene for the period ending 30 June, 1946.
6,250.00	(Canadian funds) from the International Health Division for additional assistance in the School of Nursing from 1 January, 1943, to 30 June, 1945.
National Rese	arch Council:
\$ 2,500.00	for credit of Project C-1000-27 under Dr. Gordon in Chemistry.
2,000.00	for a new project on the nature of bond in gluing wood in connection with Aircraft Research under Professor E. A. Smith in Chemical Engineering.
Royal College	of Dental Surgeons:
\$ 250.00	to cover awards of the James Branston Willmott Scholar-
"	ships in the Faculty of Dentistry.
250.00	for credit of the Harry R. Abbott Memorial Library Fund.
Miscellaneous	•
\$ 5,000.00	from an anonymous donor for the Chair of Research in
W 0,000,00	Organic Chemistry under Professor H. O. L. Fischer.
3,890.00	(U.S. funds) from the National Foundation for Infantile Paralysis to be applied to the fund already established by the Foundation for research under Professor Solandt in Physiology.
2,076.08	from the National Trust Company for credit of the Lillian Massey Treble Bequest in connection with the Department of Household Science.
1,500.00	from Miss Elizabeth R. Laird as the final payment of her donation of \$6,000 for the endowment of the "Annie L. Laird Scholarship in Household Science".
500.00	from Dean Cosens as a donation from the Forestry Memorial Scholarship Committee for credit of the Forestry Memorial Scholarship Fund.
176.64	representing the amount payable to the University as one of the residuary legatees under the Will of the late Richard Stephen Creagh for research in Cancer and Diabetes; and authority was given to the Chairman and the Bursar to sign the form of release on behalf of the Governors.
50.00	Prize in the School of Law im memory of the late Mr. Justice Masten.
25.00	from the Ontario Medical Association for the award of their Prize in Preventive Medicine for the present academic year.

Jurrent xpenditure The Burser presented the Summary of Receipts and Expenditures for the month of December, and copies were distributed to the members for the first time in accordance with the Board's instructions.

By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of January and the first part of the month of February. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Press audited statement for 1941-42 The audited financial statement of the University Press for the year ending 30 June, 1942, was considered and approved.

dunting Pure rch Found'n tatement The audited financial statement of the Banting Research Foundation for the year ending 30 September, 1942, was received.

Property
Co dittee
Report
No. 221

Upon motion of Dr. Gibson,
Seconded by Mr. Neilly,

The following report of the Property Committee was approved:-

"The Property Committee begs to report to the Board of

Penewal
of University's
General
Fire
Insurance
Schedule
for three
years from
1 January,

1. Authority was given the Property Committee to arrange for the renewal of the General Fire Insurance Schedule expiring at 1 January, 1943, in view of the cancellation of the last Board meeting in December since it would fall this year on December 24, Christmas Eve. Your Committee has given lengthy consideration to this matter, not only reviewing the policies included in the General Schedule but all other existing policies carried by the University, such as that covering the Athletic Stadium, etc., in connection with which, for various reasons, the Schedule rate would not apply, and has authorized the following action to be taken:

Valuation fixed at \$19,000,000

(a) That the valuation of \$20,194,913.00 placed on buildings and contents by the University Superintendent be accepted; but that for insurance purposes the amount to be included in the Schedule for a blanket coverage be \$19,000,000.00 with a 90% co-insurance clause.

Deletion
of certain
gents
from
Schedule

(b) That the following agents -Gooch & Sons Linited Reed, Shaw & McNaught Ridout & Strickland

Cheques for remiums to be sent out by Irish & laulson

Ridout & Strickland
be deleted from the Schedule; the first two in view of the
fact that they stood in the way of a previous reduction being
obtained in the rate to the University.

(c) That the usual custom of having the individual cheques for premiums made payable to the Companies and transmitted by the Bursar's Office to the respective Agents be discontinued, and that one cheque for the total premium on the policies covered by the Schedule be sent to Messrs. Irish and Maulson for distribution to the various Companies; the apportionment of the distribution between Companies to still remain in the control of the Board of Governors.

Renewal of General Insurance Schedule (Cont'd)

Authority was also given to the Chairman of your Committee to discuss with Messrs. Irish and Maulson the possibility of including in the Schedule the Connaught Laboratories farm property (Concord) and the David Dunlap Observatory (Richmond Hill), and to take action in connection with any further details deemed necessary.

All of which is respectfully submitted.

December 28th, 1942.

(Sgd) John J. Gibson, Chairman."

Possibility of including Dunlap Observatory in Schedule

Dr. Gibson stated that in conversation with Mr. Colberg of Messrs. Irish and Maulson, he thought it was possible to include the David Dunlap Observatory in the General Schedule but not the

Connaught Laboratories farm property.

Finance Committee Report No. 148

1941-42

Annual

of -

Statements

Students'

Administra-

tive Council;

also transfer of securities

Athletic Asso-

ciation; also

retirement of balance of Arena Loan

Conservatory of Music

Upon motion of Mr. McCullagh,

Seconded by Mr. Bryce,

Report Number 148 of the Finance Committee was approved as

follows: -

The Finance Committee begs to report to the Board of

Governors:-

Your Committee has carefully considered the Annual Audited Financial Statements submitted to it and begs to make the

following recommendations in connection with the same:
(a) That the annual statement of the Toronto Conservatory of Music for the year 1941-42 be approved.

(b) That the annual statement of the Students' Administrative Council for the year 1941-42 be approved, and that it be suggested to the Secretary-Treasurer of the Council that the securities now held by it be transferred to the custody of the Board of Governors and thus become subject to the Board's jurisdiction in accordance with the previous ruling.

(c) That the annual statement of the Athletic Associa-

tion for the year 1941-42 be approved, and that the suggestion be made to the Secretary of the Association that in view of the surplus in their hands, the balance of \$20,000 outstanding in connection with the Varsity Arena Loan be retired; it being understood that if the Association should require funds the Board will return a sufficient amount of the loan temporarily to take care of any emergency that may

arise.

University's Annual Report for 1941-42

Your Committee transmits herewith the Auditor's Report and Financial Statement of the University for the fiscal year ended 30 June, 1942. The certificate of the Auditor shows that all the transactions of the year have been duly audited and found correct; that the securities representing the investments were examined by him twice during the year and found to be in agreement with the records kept by the Bursar; and that the Bursar's records are well kept and all endowment and trust funds properly accounted for. Your Committee recommends this report for the approval of the Board.

NOTE: The General Revenue exceeded the Estimated Revenue by \$149,745.09, which together with savings in appropriations for expenditures of \$77,170.82, resulted in a total of \$226,915.91 better than the amount estimated.

All of which is respectfully submitted.

(Sgd) Geo. H. Ross, Chairman."

December 11th, 1942.

The Chairman read preface to Report; and the ursar reviewed financial results of the year

ation to be given to unusu-ally low salaries paid at University

Insulin Committee No. 29 for year ended

In connection with the University's Annual Report the Chairman read the preface to the report addressed to His Honour the Lieutenant-Governor-in-Council, and the Bursar reviewed in detail the financial statements, which showed that the General Revenue had exceeded the Estimated Revenue, and that all controllable expenditures had been reduced during the year and a considerable saving in the original Estimates had been effected.

Following a lengthy consideration by the Board of Governors of the University's Annual Report for the year ending 30 June, 1942, Mr. McCullagh drew attention to the unusually low salaries paid at the University, and the Board adopted Mr. McCullagh's suggestion that in the very near future serious consideration be given to this matter.

Upon motion of Mr. Morrow,

Seconded by Mr. Bryce,

Report Number 29 of the Insulin Committee, covering the year ending 31 July, 1941, was approved as follows:-

"VALTEDAS the Surplus in the funds of your Insulin Com-

mittee as at 31 July, 1941, amounted, in all, to \$148,212.41 (as shown in the attached Balance Sheet) AND WHIPHAS this surplus requires to be dealt with pursuant to agreements between the Governors and James Pertram pursuant to agreements between the Governors and vames retrain Collip, Cherles Herbert Best and the late Frederick Grant Banting - AND WHIRRAS, with the assent of the Governors on the one hand and Messrs. Collip, Best and Banting on the other, it has become an established practice that, in the division of such a surplus, the sum of \$10,000 is withheld to remain as an Operating Balance in the funds of the Committee -

Balance in the funds of the Committee Your Insulin Committee has now to request that the sum of 138,212.41 (i.e. the above-mentioned surplus of \$148,212.41 (1.e. the above-mentioned surplus of \$148,212.41 (1.e. 1. That a one-half portion of this \$138,212.41, i.e. \$69,106.21, be allocated to the Insulin Committee Trust Fund which is held by the Bursar; and that interest allowed on this fund, so augmented, be at such rate as may be determined by the Board of Covernors.

Governors.
2. That one-third of the second half-portion of \$138,212.41, i.e. \$23,035.40, be held by the Bursar subject to withdrawal upon requisitions from time to time by the Director of the Banting and

requisitions from time to time by the Director of the Banting and Best Department of Medical Research for the purposes of medical research being carried out in the University of Toronto by the said Director personally or under his direction.

3. That the sum of \$23,035.40 be held by the Bursar subject to withdrawal upon requisitions from time to time by Dr. C. H. Best for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.

4. That the sum of \$23,035.40 be paid, for the purposes of medical research, to McGill University, to which Dr. J. B. Collip was attached, and in which he was actively employed in research work, for the duration of the twelve months between 1st August, 1940, and 31st July, 1941.

Insulin Committee Report (Cont'd) 5. That if for any reason the whole or any part of the sums set aside for the Director of the Banting and Best Department of Medical Research and for Dr. Best be not called upon as provided hereinabove, the disposal of the balance or balances be dealt with by the Board of Governors.

All of which is respectfully submitted,

(Sgd) F. Lorne Hutchison, Executive Secretary. December 22nd, 1942. (Sgd) F. K. Morrow, Chairman."

Authority
extended
to Dr. C.
H. Best
to draw
on both
Banting
and Best
Research
Funds; and
transfer
authorized

In this connection authority was given for the transfer to the Medical Research Banting Fund of the amount mentioned in the report which would have been available to Sir Frederick Banting, and upon the Bursar's suggestion the authority given to Dr. Best to draw on both the Medical Research Banting Fund and the Medical Research Best Fund for one year from 1 July, 1942, was extended until further notice.

Mr. Neilly re-arpointed Trustee of Toronto General Hospital

Mr. Balmer Neilly was re-appointed a Trustee of the Toronto General Hospital for the statutory period of three years from 31 January, 1943.

Mr. Neilly's notice of motion re appointment of Committee to study ways of expediting Board's methods of procedure

Discharge

Committees re Board

business

of all previous

Mr. Neilly presented the following notice of

motion:-

"I do now give notice that at our next regular meeting I will move that a 'Special Committee' of three (3) members be appointed to study ways and means of expediting and improving the methods of procedure of this Board, and that such Committee be requested to report the results of its deliberations back to this body not later than the second regular meeting in February."

Upon motion of Hon. Dr. Bruce,

Seconded by Dr. Gibson,

All previous Committees appointed in this connection were discharged.

Judet B.

The meeting adjourned at 6 p. m.

Minutes confirmed.

Commelianiana

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, January 28th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Chancellor
The President
Chief Justice Rose
Mr. Bryce

Mr. Neilly
Mr. Osler
Dr. Anderson
Hon. Dr. Kelly
Chief Justice Robertson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Gibson
Mr. Morrow
Mr. Ross
Hon. Dr. Bruce

Mr. Rogers Mr. LaBine Mr. Duncan

The minutes of the last meeting were read and

confirmed.

Arising out of the minutes the following matters

were dealt with: -

Upon motion of the Rt. Hon. Sir William Mulock, K.C.M.G., Chancellor, Seconded by the Hon. H. J. Cody, LL.D., President,

It was Resolved -

That By-Law Number 39, respecting the Standing Committee on University Internal Relations, be passed as follows:-

BY-LAW NUMBER 39

RESPECTING THE STANDING COMMITTEE ON UNIVERSITY INTERNAL RELATIONS.

BE'IT ENACTED by the Board of Governors of the University of Toronto:

1. THAT a Standing Committee to be called the "UNIVERSITY INTERNAL RELATIONS COMMITTEE" shall be established.

2. THAT each federated college and University College shall be invited to appoint two representatives to be members of the Committee.

By-Law Number 39 re Standing Committee on University Internal Relations By-Law Number 39 (Cont'd)

THAT the Chancellor, the Chairman and the President and three others chosen by the Board shall be members of the Committee.

THAT the Senate shall be invited to appoint five of

its members to be members of this Committee.

5. THAT the above-mentioned members of the Board, to-gether with those appointed by the Senate, and by the colleges, shall together constitute the joint University Internal Relations Committee.

THAT if any question arises which may in the opinion 6. of at least two members of the Board imperil the harmonious working of the University, then before final action in respect of such question the same shall be referred to the Committee for consideration whether the same imperils such harmony, and if so how in the opinion of the Committee it should be dealt with. THAT the Committee shall elect its Chairman.

PASSED this twenty-eighth day of January, 1943.

(Sgd) D. Bruce Macdonald Chairman. (L.S.)

Members of the Board appointed to Internal Relations Committee Upon motion of the Chancellor,

Seconded by the President,

The following members of the Board were appointed to act on this Committee in addition to the Chancellor, the Chairman and the President: -

> Chief Justice Robertson Mr. F. K. Morrow Mr. James S. Duncan

Letters from the Federated Colleges and the Senate appointing representatives on above Committee

The Chairman read letters from Trinity, St. Michael's and University Colleges setting out their respective representatives to this Committee in accordance with the terms of the By-Law; and also a letter from Victoria College stating that their Executive would have the matter brought to their attention at their next meeting. A letter was also read from the Registrar giving the names of the representatives appointed by the Senate to this Committee.

Memorandum of Mr. Neilly re his motion ment of Committee to consicer ways of expediting Board meetings

In accordance with notice given at the previous meeting Mr. Neilly read the following memorandum embodying his motion that a for appoint- Special Committee be appointed to study ways and means of expediting and improving the methods of procedure of the Board of Governors:-

> "For ten years I have been in regular attendance at the meetings of this Board, and during that period I have made an honest effort to familiarize myself with the business and purpose of this University. During the past few months, and for various

> reasons, I have tried to determine and assess the progress made, and the results are a bit disappointing.
>
> In short, I have definitely reached the conclusion that our present method of doing business is antiquated and wholly inadequate. We spend too much time and we do far too little.

Mr. Neilly's memorandum (Cont'd)

The basis for this assertion may be briefly defined and justified by saying that twice a month, for ten months in the year, the President must occupy the time of this Board for thirty to sixty minutes in discussing petty detailed operations of little or no interest to the Governors, in order that these transfers and authorizations may be incorporated in the minutes of the meeting. This method of procedure was probably inaugurated to meet the conditions of a small university, and it long ago outgrew its usefulness. It is an antiquated method. When I assert that our present methods are inadequate, it is because, after ten years' effort, I have no reasonable and proper knowledge of the business of this corporation. I will go further and assert that if present methods are retained, another ten years' experience will leave me in much the same position.

In trying to determine the reason for the Board's state of darkness - because I am assuming other members have experienced the same reaction - I have finally attributed it to the long experience and the wide knowledge of University matters possessed by the Chairman and the President, and perhaps to an equal extent it is due to their personal popularity and charm of manner.

They know the answers and take it for granted that we

either do know or should know them.

During the course of a year there is presented, or there should be presented, some seven or more reports, such as -

Toronto Conservatory of Music University of Toronto Athletic Association University Press Hart House Connaught Laboratories Insulin Committee Students' Council

These reports are often, if not generally, submitted near the conclusion of the meeting. Everybody is anxious to conclude. In most cases a brief synopsis is given by some member of the Committee or by the Bursar, and with a wave of the hand we accept and approve

the reports and consign them to the Archives.

If I, for example, desire to know something concerning the purpose and record of the Conservatory of Music, this was my chance,

purpose and record of the Conservatory of Music, this was my chance, and it was the only opportunity open to me for a whole year.

Now I don't want some member to suggest that my desire for knowledge concerning the Conservatory of Music can best be satisfied by appointing me to that Board. That is not my point. Whether we are members of these various Committees or not, it is the duty, and therefore it should be the privilege, of every member of this Board to familiarize himself with the work of this University, and to do less is to confess inability or indifference.

Excluding the Chairman and the President, I think it would be safe to assert that not one member of this Board would care to declare that he has a working, practical knowledge of any two of the

clare that he has a working, practical knowledge of any two of the seven reports previously referenced. If I made it three instead of two, I am sure the assertion could not be refuted.

If this situation is as described, what does it mean? It

means just this, that where matters of University policy are involved we are almost altogether dependent upon the knowledge and good judgment of the Chairman and the President.

Now, Mr. Chairman, I suppose I need hardly remind you that there have been times when I disagreed with both you and the President, but in all sincerity I can say that I hope you and the President may long be spared to occupy and grace the positions you now occupy.

However, prudent Directors must provide for contingencies.
What would be our position, Mr. Chairman, if an unfortunate accident were to suddenly deprive this Board and University of the services of its two senior officers? I doubt if there is any member of this Board with sufficient knowledge of University affairs to warrant his willing acceptance of the position you now hold. If the President were incapacitated, it is true the University Act provides that the Dean of the Faculty of Arts temporarily takes over the dutMr. Neilly's memorandum (Cont(d)

ies of that office. Cogitating on this situation the other night, the thought suddenly struck me as to what our position would be if between the time of the accident and the next meeting of the Board, the present Dean should have reached the age of seventy years.

In this connection it is comforting to remember that most

of the things we worry about do not happen, so let us consider further the subject matter of my proposed resolution, namely - this Board's present method of doing business.

After much effort we have reduced the time necessary for

reading the minutes to a minimum.

However, in spite of his best effort, the President at our last meeting required 50 minutes to acquaint us with the details of minor appointments, certain transfers within the budget, and two or three matters of general interest. The only reason for his bringing such minor and routine matters to our attention is to have them formally approved and incorporated in the minutes of the meeting. By the time this chore is completed he must often refrain from introducing other and perhaps more important matters lest the meeting be unduly prolonged. Last meeting a start was made to improve this practice but in my opinion it still involves a very

considerable and unnecessary waste of time.

Sometimes, before calling upon the Bursar for his contribution to the day's business, the Chairman, often with an apologetic air, will advise the Board with respect to some matter of general interest. Of necessity the reference is brief and hurried and at times I have, I think, detected a feeling on his part that lack of

time prevented a full, adequate and complete report.

I am not sure The Bursar's portfolio is always crowded. as to the order of his presentation, but let us consider some of the

more important items.

In my opinion his first duty should be to table once each month a Balance Sheet and a statement showing income and disbursements for the previous month. It is not enough to report a long series of figures. Such statements in brief form should be placed before each Governor for perusal, and it should be so planned that it will show at a glance whether or not we are living within our

A long time ago I asked for a Balance Sheet and the best I could get was one printed by the Government and about two years old. Now, Mr. Chairman, an antique Balance Sheet has only historical interest. It didn't begin to satisfy my desires, and if memory serves me correctly, it was a very incomplete and unsatisfact-

ory statement.

How could a great University, that advertises a course in Commerce and Finance, countenance such a financial report? This opinion is not to be construed as being critical of the work of the Chairman, the Bursar, or the Chairman of the Finance Committee, but it is intended to reflect upon the earnest judgment of every member of this Board.

When this request is under consideration we will be told that because of extraordinary conditions the type of statement described just cannot be produced. You should have heard the Staff at Connaught Laboratories talk when we told them we wanted dependable unit costs, and a monthly Earnings Statement and Balance Sheet. It took a few months but we got it and the Director and his Staff are now enthusiastically behind the practice.

Surely it is the duty of every Governor to ascertain and know within practical limits the financial position of this University of the state of t

sity at all times.

Later, the Bursar presents certain Statutes of Senate, calling or describing them merely by number. Frequently they have been approved by this Board without the slightest knowledge of what they contain. I have often wondered why Senate has not sometime put in a joker giving them, for example, full authority over all salary adjustments. We would probably approve it.

My feeling is that these Statutes should be presented by

and with the recommendation of the President.

Mr. Neilly's memorandum (Cont'd)

Donations, big and little, are reported and formally accepted with little or no comment. I have often wondered what would be the mental reaction of the donor if he were in a position to witness our ordinary and usual reception. More publicity, and especially more publicity as to what these donations have enabled this University to do, would undoubtedly help.

Now these comments will have indicated in brief form some of the reasons why I consider our present method of doing business

both antiquated and unsatisfactory.

After ten years' experience as a Governor of this University, I am still very poorly informed regarding the various activities of this Corporation. I am either very stupid or our methods are poor.

If stupidity is not the reason, the sooner we modernize our procedure the better.

I believe a plan may be worked out and applied within the period of a few months whereby the business presently being transacted can be accomplished in about one half the time now consumed. If this can be accomplished, it will leave us with one meeting per month available for the consideration of Committee reports and the discussion of matters pertaining to the general policy of the Uni-

versity. Mr. Neilly's

To this end I now Move that a Committee, composed of Messrs. Morrow, Ross and Osler, be appointed to study ways and means of expediting and improving our methods of procedure, and that such Committee be requested to report the results of their study and deliberation to this Board at its next regular meeting.

B. Neilly."

motion

Appoint-

ment of

motion

Committee in accord-

ance with above

It was moved by Mr. Bryce,

Seconded by Chief Justice Rose,

That Mr. Neilly be included in the above-mentioned Committee,

which was thereupon appointed as follows:-

Mr. Morrow (Convener) Mr. Ross

Mr. Osler Mr. Neilly

The Bursar to act as Secretary.

Report of Chairman and President on matters dealt with between meetings

Upon motion of Mr. Bryce, the following report

of the Chairman and the President regarding action taken in connection with certain routine matters was approved:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

We beg to submit the following report of what, according to instructions given by the Board, we have done in regard to certain routine matters:

(1) We have approved the following appointments, all within the Estimates, the salaries connected with which are stated in detail in the appointment slips:-

For 1942-43

Faculty of Arts: Mrs. J.R. MacGillivray - Assistant in Botany, 15 Jan. to 31 May - Demonstrator in Physics, 16 Jan. R. McKay \$175 per mo. to 15 May

Appointments

Appoint-	Faculty of Medicine:					
ments (Cont'd)	H. B. Wallis	- Fellow, 1 Jan. to 31 July \$85 per mo.				
	H. H. Hyland	- Senior Demonstrator, 15 Jan. to 30 June \$1,000 " an.				
	Faculty of Applied Scient	ence and Engineering: - Demonstrator (part time) in				
	J. Walter	Civil Engineering: Municipal &				
	Engineering Drawing:	Structural, for Easter Term \$100				
	G. E. McLure) Demonstrators (part-time) 175				
	R. Barbour L. D. L. Clement) Easter Term 175				
	Special Research: Banting and Best:	,				
	D. C. O'Connell	- Research Assistant, 1 Jan. to 30 June, (cancelling previous appointment) \$1,600 per ar				
	Miss L. Fairnie	- Laboratory Technician, 14 Jan. to 30 June \$80 " mo				
Course in Market-	University Extension a	pproved in connection with the Department of course of ten lectures on Marketing, to- ers - the fees for this course to be \$5.00,				
ing	hut a group of five or	more from one company, \$3.00 each.				
Addition- al appro- priation	(3) We recommend an addition of \$800 to Dr. Dunlop's appropriation for Business Courses to cover the expenditure in connection with this course, all of which sum will be amply covered					
Evening	by fees received. (4) We have a	pproved of two additional appointments for				
Tutorial Classes	a new Evening Tutorial - Professor J. A. Long	Class on educational and vocational guidance, \$100., and M. D. Parmenter, \$100., both of				
	the College of Education.					
School of Nursing	ments in the School of Nursing:-					
appoint- ments	Special Teaching: T. Owen	- Lecturer in Medicine \$115				
	W. L. Valens G. V. Morton	- Lecturer in Mental Hygiene 100 - Lecturer in Oral Hygiene 40				
	H. B. Van Wyck	- Lecturer in Obstetrics 100 - Lecturer in Child Hygiene 40				
	J. T. Phair Mrs. D.E.MacLachlin	- Clinical Instructor in Nursing 45				
	W. V. McClure	- Special Lecturer at Refresher Course (October and November) 100				
Transfer in Depart-	(6) We have a	pproved the transfer of the sum of \$530 from ry of Dr. Ide, now in active service, to the				
ment of	fund for "Assistants" i	n order to meet all the present needs for min-				
Zoology	or appointments in the	Department of Zoology for the Spring Term.				
	(Sgd) D. Bruce Macdo Chairm					
Appoint- ments for	Fo	llowing are the appointments referred to in				
Course in	paragraph 2 of the foregoing report for the Course in Marketing in the					
Marketing	Department of University	Extension and Publicity:-				
	J. W. Young	- One lecture 10 Travelling expenses 50 \$60.00				
	R. F. Chisholm	- One lecture 10				
	C. S. Fletcher	- One lecture 10				
	R. A. McEachern	Travelling expenses 60 70.00 - One lecture 10.00				
	E. Whittaker	- One lecture 10 Travelling expenses 15 25.00				
	B. W. Keightley	- One lecture 10 Travelling expenses 30 40.00				
	M. L. Stokes	- One lecture 10.00				
	K. N. Merritt	- One lecture 10 Travelling expenses 50 60.00				
	H. A. Innis	- One lecture 10.00				
	J. M. Macdonnell S. G. Murray	- One lecture 10.00 - Supervising the course 150.00				

an.

The following recommendations of the President

were approved: -

Extra services of H.J. Franklin in Engineering Drawing

Arrangements re resignation of Miss D. Whiting in Educational Research

Transfer in Department Physics

Division of \$10,000 vote in Ontario College of Education

Military Committee of the University

That Mr. H. J. Franklin, who is serving as a part-time Demonstrator in Engineering Drawing and who has agreed to devote more time to the work of that department for the second term, be paid an additional \$75., bringing his total remuneration for the Session to \$425.

That Miss D. Whiting, Clerical Assistant in the Department of Educational Research, be permitted to resign as of 1 February, 1943, in order to join the Active Service Forces, and that the balance of her salary be made available for the payment of a substitute; also that no further salary or similar consideration be allowed Miss Whiting, and that upon her return from active service she be given every consideration for re-employment in the Department.

That the sum of \$4,800 be transferred from the Dominion Government Grant - No. 1 Canadian Army Course, to the "Salaries" appropriation in the Department of Physics in order to cover the adjustments made necessary by the increase in the number of demonstrators who have had to be employed to make up for those members of the regular staff who are giving time to the Radio Technicians' Course and the Army Course.

That the previous division authorized for the \$10,000 appropriation in the Ontario College of Education, marked "Special - for Instructional Purposes" be cancelled, and that this amount be now distributed as follows: -

> - \$6,000 Toronto Art Gallery 4,000 Institute of Child Study

That the Military Committee of the University be composed as follows in accordance with a resolution passed by that Committee:-

The President of the University The Superintendent of the University Former Officers Commanding of the Contingent

The Officer Commanding the Contingent
The Second in Command
The Director of Military Studies in the University The Officer Commanding University of Toronto Squadron (U.A.T.C.) The Secretary of the Committee

- Chairman - Lt.Col. A. D. LePan

- Wing Commander T. R. Loudon (on Active Service)

- Lt.Col. J. R. Cockburn - Lt.Gol. H. H. Madill - Lt.Col. W. S. Wilson

- Major M. B. Watson

- S/L F. Lorne Hutchison - Major T. A. Reed

as follows:-

Payments authorized in connection with remuneration allocated to the late Dr. Jabez H. Elliott

From Dean Gallie recommending payment of the full emolument of \$700 to the Estate of the late Dr. J. H. Elliott for his services as Lecturer in the History of Medicine for the present academic year, and endorsing Dr. Duncan Graham's recommendation that the Estate also be paid the full honorarium of \$250 allotted to Dr. Elliott from the funds of the Department of Medicine. After discussing this matter the Board ordered that payment be made to the Estate of an amount to cover the work done by Dr. Elliott up to the date of his death, and that the balance be paid to his daughter as a gratuity.

Courses in Physics - From Professor E. F. Burton setting out proposed arrangements for two courses in Physics, and approval was given to these arrangements as follows:-

Refresher Course to Radio Technicians 1. A Refresher Course to Radio Technicians housed in Manning Pool; the number of classes to be held extending from four to eight weeks each, commencing on February 3rd; and the charge for instruction to be \$5.00 per week per man, totalling approximately \$15,000.00.

Instruction to Army Doctors re Radiology Course 2. Instruction in Physics in connection with a 16 weeks' course in Radiology which Dr. Richards has been asked to conduct for 13 Army Doctors; the rate to be paid being \$100 per man, or a total of \$1,300.00.

Revision of fees in the School of Law as result of reduction in course From the Registrar stating that among the changes approved by the Senate in the Calendar of the School of Law for the Session 1943-44 was the reduction of the course leading to the degree of Bachelor of Laws from four years to three, and the Board approved of the following revision of the fee schedule involved in this change:-

For tuition in the First Year of the Combined Course (including Library fee)

For tuition in each year of the three-year course (including Library fee)

A student admitted to advanced standing must pay the Advanced Standing fee of \$10 in addition to the Registration fee of \$5.00; if such student is required to take any course or courses prescribed in the first two years of the three-year IL.B. course, he must pay also the following fees:-

Tuition fee, for each course (including Library fee) - \$15.00

Maximum for one Session - \$60.00

Material re
Health Service
for inclusion Board material for inclusion in the University Calendars prepared in University
Calendar
by Dr. Urquhart, Director of University Health Service. The Board
decided that the sum of \$250 mentioned as the maximum amount for

decided that the sum of \$250 mentioned as the maximum amount for which liability would be assumed for an accident or injury sustained by a student as a result of athletic activities be deleted. In

connection with certain services being provided for injured athletes, such as the following:-

- The cost of necessary diagnostic X-rays.
 Anaesthetists fees at W.C.B. rates.
- 3. Surgeons' fees at W.C.B. rates.
- 4. Operating room fees if charged by a hospital.5. Hospitalization costs to the extent of \$2.00 per day for a maximum period of 30 days.

the Board referred this matter to the President, the Bursar and the Registrar for consideration, together with any other details.

Donations -

The following donations were reported and were accepted with thanks and appreciation: -

Rockefeller Foundation:

School of Hygiene:

\$2,124.00 Canadian funds, as payment on account of grant for employment of additional Faculty members
2,000.00 Canadian funds, in connection with grants for Field
Training Facilities and Nutrition Survey
National Research Council:

further accountable advance in connection with Professor \$2,187.77 Grayson Smith's research under Project P.E. 5 - Physics Burton-Wilhelm

further accountable advance for research under Dr. J. B. 300.00 Bateman, Banting and Best Research, Project N.M. - 12 accountable advance to Dr. W. E. Gallie for research in 200.00

Surgery on Studies on Burns, Wounds, Amputations and Vascular Lesions

Miscellaneous:
\$1,000.00 from Dr. Bruno Mendel for credit of the Bruno Mendel
to Penting and Best Research Fund for research in Banting and Best Research from Department of National Defence for Project FE 16904 C.W. 510 - under Professor Leslie Young.

Falconer Lecture by Lord Hailey

The Board approved of the President's arrangements to have the Rt. Hon. Lord Hailey, British authority on Dominion and Colonial Affairs, deliver the Falconer Lecture for 1943 on Monday, February 8th, and the President stated that he would like as many members of the Board as possible to attend the lecture. Owing to the exigencies of war it was decided that only one lecture would be given by Lord Hailey.

Dr. Tisdall's work commended

The President read a letter from the National Research Council of Washington, in which was expressed its great appreciation of the work of Dr. F. F. Tisdall of our staff in the field of Nutrition.

Leaves of absence for war service

The Bursar presented the following list covering the period 1st November to 31st December, 1942, of members of the staff who had been granted leave of absence for the duration of the war:-

Leaves of absence for war service (Cont'd)

Name	TitleDe	partment	Date of Leave	Rank
ARTS: Bissell, C.T.	Lecturer E	nglish	Nov., 1942	O.T.C. C.M.G.T.C. Three Rivers, Quebec.
MEDICINE:				
Gornall, A.G.	Senior Fellow	Path.Chem.	Nov.23,1942	Sub-Lieut. R. C. N. S.
Parks, A. E.	Jr. Dem'r.	Medicine	Dec.1,1942	Captain R. C. A. M. C.
Simmons, N.W.	Res. Assit.	Medicine	Dec.1,1942	Lieutenant R. C. A. M. C.
University Library	:			
Pepall, Miss E.	Assistant	Library	Oct., 1942	W.R.C.N.S.
Rose, Miss M.	Assistant	Library	Nov., 1942	C. W. A. C. W-20631 - B.T.C N. C. O. School Kitchener, Ont.
University Press:				
Burns, A.Gordon	Manager	Press	28 Oct.,1942	Captain Army Examiner Personnel Selection Staff No. 33 C.A.(B) T.C. Ottawa.

NOTE: Total number now on leave of absence, 203 including women's divisions.

Juleted.

The meeting adjourned at 5:15 p.m.

Minutes confirmed.

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 11th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)
The Vice-Chairman
The Chancellor
The President
Dr. Anderson
Mr. Neilly

Mr. Osler
Hon. Dr. Kelly
Mr. Bryce
Mr. Ross
Hon. Dr. Ferguson

The Bursar was present as Secretary.

Welcome to Hon. Dr. Ferguson The Chairman extended a cordial welcome to Dr.

Ferguson upon his attendance at the meeting after an absence due to an automobile accident, and expressed pleasure at his recovery.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Bruce Mr. LaBine Mr. Morrow Mr. Rogers Mr. Duncan

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were dealt with: -

In accordance with the notice of motion given by Mr. Neilly, of which the Secretary advised the members of the Board by letter dated

It was moved by Mr. Neilly, Seconded by Dr. Gibson,

And Resolved - That paragraph 6 of By-Law Number 39 be amended to read as follows:-

"That if any question arises which may in the opinion of at least two members of the Board imperil the harmonious working of the University, then before final action is taken by the Board it shall be referred to the Committee whose opinion and advice will be given full consideration, provided it is made available to the Board within such period of time as the Board in its wisdom may determine."

Amendment to By-Law No. 39 re Internal Relations Committee Joint not Standing Committee re Internal Relations Mr. Neilly drew attention to the fact that By-Law Number 39 provided for a "Standing Committee", whereas it was really a "Joint Committee" requiring no covering By-Law.

Notice of motion by Mr. Ross re By-Law No. 39 deferred for consideration In connection with the following notice of motion given by Mr. Ross, of which the members were notified under date of February 4th -

"That paragraph 6 of By-Law Number 39 be amended by striking out the words in the second line 'at least two members of the Board' and substituting therefor the words 'a majority of the members of the Board present'."

this motion was deferred for consideration, and it was ordered to include it in the notice sent out for the next meeting of the Board.

Report of Chairman and President on matters dealt with between meetings Upon motion of Mr. Neilly,

Seconded by Mr. Ross,

The following report of the Chairman and the President regarding action taken in connection with certain routine matters was approved:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

We beg to submit the following report of what, according to instructions given by the Board, we have done in regard to certain routine matters:-

(1) We have approved the following appointments, all within the Estimates, the salaries connected with which are stated in detail in the appointment slips:-

Appoints ments

School of Physical and Health Education:

R. K. George - Assistant Professor in Functional

Anatomy \$250 per an.

For 1942-43

Faculty of Arts: A. F. King

Miss R. Thomas

Faculty of Medicine:
D. C. MacDonald

J. G. Mickler

Surgery: D. R. Bohnen

Miss H. Hare

School of Hygiene: Miss H. Thomson - Assistant Laboratory Attendant, Botany, 27 Jan. to 30 June, \$65.00 per mo.

- Technical Assistant, Zoology, 1 Feb. to 30 June \$1,000 per an.

- Associate Resident Fellow in Ophthalmology, 1 Feb. to 30 June \$ 50 per mo.

- Demonstrator in Pathology, Pathology and Bacteriology, 4 Jan. to 30 June \$150

- Assistant Resident Fellow, 1 Jan. to 10 July \$150

- Technician, 1 Feb. to 30 June, \$110 per mo.

- Laboratory Assistant in Epidemiology and Biometrics, 1 Feb. to 30 June, \$720 per an.

Appointments (Cont'd)

Extra payment to D. Hull and D. B. Waddell

Full salary to Dr. H.M. Macrae

Appointments Special Research:
J. M. R. Beveridge

- Research Assistant in Department of Banting and Best Research, increase in salary from \$1,700 to \$1,900 per annum from 1 Feb. to 30 June.

(2) We have recommended, on account of the enlistment of Mr. R. Lynn, that an additional sum of \$100 be paid to Mr. D. Hull of the Department of Botany for extra work which he has been called upon to do. This is within the Estimates of the department.

(3) We have recommended the payment of \$166.66 to Mr. D. B. Waddell of the Department of Zoology for special services, in the absence of Mr. Clare on Active Service. This sum is to be paid from Mr. Clarets select

from Mr. Clare's salary.

(4) We have recommended that Dr. H. M. Macrae of the Department of Ophthalmology, who is joining the Army, be paid his full salary of \$200 for the year in view of the increased work which he has had to do.

(5) We have approved of 10 minor appointments in the Department of Zoology.

(6) In the Department of University Extension, we have approved of one appointment in the Certificate Course in Business, one in Occupational Therapy, and four in Physiotherapy.

(Sgd) D. Bruce Macdonald, Chairman of the Board. (Sgd) H. J. Cody, President."

Following are the appointments referred to in paragraphs 5 and 6 of the foregoing report:-

Zoology:		
Assistants:	J. H. Follwell	\$165
G. M. Neal \$300		90
H. S. Robinson 125	J. Oughton	
F. L. Balmer 80	F. A. Walden	80
Mrs. Virginia Black 60	Miss M. McDowell	50
H. M. Good 40	A. R. A. Taylor	40
University Extension and Pub	licity:	
Certificate Course in Busin	less:	#330
S. G. Murray	- Instructor, Economics II	\$110
Course in Occupational Ther	anv:	
Miss Gertrude Watt	- 6 Lectures and demonstrations in	li a a
14200	Children's work	\$ 60
Course in Physiotherapy:		
Miss Olive Cartwright	- Supervising students at the	500
	Toronto Western Hospital	500
Mrs. F. H. Britton	- Assisting at 12 First Aid Lect-	
101 0 1 1 11 11 11 11 11	ures @ \$5.00 each	60
Sick Children's Hospital	- Use of pool 6 extra periods @ \$5	30
Miss Mary Russell	- 4 Lectures on Kenny treatment at	
MISS Mary Russori	Poliomyelitis	40

Additional appropriation for Course in Physiotherapy

Additional sum granted in School of Architecture for H. B. Dunington-Grubb Upon the recommendation of the President an additional appropriation of \$2,500 was granted for the Course in Physiotherapy in the Department of University Extension and Publicity.

Upon motion of Mr. Ross approval was given to the President's recommendation that an additional sum of \$100 be granted in the School of Architecture to provide for the salary of Mr. H. B. Dunington-Grubb, Special Lecturer in Landscape Architecture, as this amount was overlooked when Dean Young prepared his Estimates for 1942-43.

Letter from Toronto Conservatory of Music re University grant for 1943-44 The Chairman read a letter which he had received from Mr. H. H. Bishop, Chairman of the Board of Governors of the Toronto Conservatory of Music, stating that while the Conservatory accepts the decision of the University Board to reduce the amount it will provide toward the Conservatory's deficit for 1942-43, it hopes that when the budget for 1943-44 is presented the University Board will take into consideration the representations outlined in Mr. Bishop's letter regarding the place the Conservatory occupies, its present needs and its various activities.

Other communications were presented and dealt

Order-in-Council reappointing certain members of Board with as follows:-

From the Clerk of the Executive Council transmitting copy of an Order-in-Council approved by the Honourable the Lieutenant-Governor, dated February 2nd, 1943, as follows:-

"Upon the recommendation of the Honourable the Minister of Education, the Committee of Council advise that the following members of the Board of Governors of the University of Toronto be re-appointed for a further term of six years, dating from June 20. 1942:-

20, 1942:The Honourable H. A. Bruce, M.D., LL.D., F.R.C.S.
The Right Honourable Sir Lyman P. Duff, G.C.M.G., P.C., B.A.,
LL.D.

The Honourable G. Howard Ferguson, P.C., K.C., B.A., LL.B. The Honourable H. T. Kelly, LL.D. The Honourable Leighton McCarthy, K.C."

Recommendation of Court of Discipline re Mr. N. Shklov deferred for further information From the Registrar transmitting a recommendation of the Court of Discipline that N. Shklov, a student enrolled in the School of Graduate Studies, be required to withdraw immediately from the University in view of the fact that he had not taken any military training during the present Session in accordance with the regulations. This matter was deferred pending the receipt of further information from the Registrar as to Shklov's age, nationality, racial origin, course, and any other particulars available.

Maturity of Canada Permanent Trust Co. Receipts

From the Canada Permanent Trust Company advising that the following Guaranteed Investment Receipts of their Company held by the University for the Van der Smissen Scholarship would mature at 1st March, 1943:-

Authority
to reinvest
funds for
Van der
Smissen
Scholarship in
Canada
Permanent
Mortgage
Corporation
Debenture

Nos. G-404 - \$ 300 G-408 - 500 G-409 - 100 G-418 - 1,600 Total - \$2,500

The letter stated that it was the Company's policy at the present time not to renew these Receipts upon maturity and suggesting debentures of the Canada Permanent Mortgage Corporation for re-investment. Upon motion of Mr. Ross the Bursar was authorized to re-invest the total amount above mentioned, viz: \$2,500., in a Canada Permanent Mortgage Corporation Debenture for a term of five years from March 1, 1943, with interest at the rate of 3½% per annum.

Approval
of request
of Athletic
Directorate
for repayment of
Arena Loan

From the Secretary of the University Athletic Association stating that in connection with the Board's suggestion that the Association repay to the University the \$20,000 outstanding on the Arena Loan, he had been instructed by the Athletic Directorate to ask the Board to allow them to pay on account before the end of the present fiscal year the sum of \$10,000., one half of the amount outstanding, and if their financial position permits, the balance in October next on the completion of the 50th year since the founding of the Athletic Association. Upon motion of Dr. Gibson the Board concurred in this request.

Request of Royal Canadian Institute for reconsideration by Board of renewal of lease re 198 College Street From Mr. W. B. Dunbar, Honorary Secretary of the Royal Canadian Institute, stating that in connection with the Board's willingness to allow the Institute to continue merely as "tenants at will", he had been instructed by their Council to draw the Board's attention to the clauses in the lease which expired at October 1st, 1938, conferring upon the Lessee the right to renewal of the lease in perpetuity. The Council requested further consideration of the matter, and upon motion of Dr. Gibson it was referred to the University Solicitor for advice.

Resignation of Mrs. Jean E. Campbell, School of Hygiene

From Dr. R. D. Defries reporting the resignation of Mrs. Jean E. Campbell, Laboratory Assistant, Department of Epidemiology and Biometrics, School of Hygiene, effective February 20th, 1943.

The following donations were reported and were

Donations -

accepted with thanks and appreciation:-

Department of National Defence - Army:
\$73,588.50 representing 75% of the total cost of tuition and maintenance for personnel of the No. 1 Canadian Army Course. National Defence -Air: Department of \$40,280.25 in payment of residence accommodation, meals, etc., for personnel of the R.C.A.F. taking the Radio Mechanics' Course. for tuition for men of the R.C.A.F. enrolled in the 8,704.00 Radio Mechanics' Course. National Research Council: \$15,000.00 as a further advance for Professor Pitt's work under \$15,000.00 Prohect FE 6444 - Physics, Burton-Pitt. accountable advance re above project. 5,000.00 accountable advance under Project FE 11934, A.M.32, Physics - Burton-Grayson Smith. 1,000.00 to be administered by Dr. N. B. Taylor for research 800.00 on Isinglass, Physiology. accountable advance in connection with expenses of 350.00 Dr. D. C. Downing - Chemistry, for a trip to the West. accountable advance to Dr. E. C. Black, Banting and 200.00 Best Research, for Project A.M.27. accountable advance to Dr. R. A. Cleghorn, Medicine, 150.00 for Project 9-2. Rockefeller Foundation: (Can. funds) being 1st quarterly instalment of their appropriation RF 39001 for Research in Psychiatry. \$ 2,700.00 (Can. funds) in payment for additional staff in the 1,250.00 School of Nursing for period 1 January to 30 June, 1943, under their recent appropriation for this purpose. Miscellaneous: (Can. funds) from the Maple Leaf Fund Inc., New York, 385.00 representing donations towards the support of the Seadown Nursery School, Carleton Place. covering the second instalment of the Percy Hermant 125.00 Scholarship for the present Session. as a contribution from the Armadale Corporation Ltd. towards a Prize in the School of Law to be called "The Masten Legal Essay Prize" in memory of the 75.00 late Mr. Justice Masten. from the Deborah Assembly No. 5, Order of Rainbow for 50.00 Girls, to cover their bursary award for 1942-43. from the T. Eaton Company Limited, representing the twenty-fifth instalment of the Eaton Endowment. 25,000.00 The Bursar presented the Summary of Receipts and

Current Expenditure

Expenditures for the month of January, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of February and the first part of the month of March. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

Authority for payment of accounts of Dr. G. G.Coulton due to illness The President presented the needs of Dr. G. G. Coulton, Special Lecturer in History, and of Mrs. Coulton, as a result of their recent illness, during which they were confined to hospital, entailing considerable expense. Dr. Coulton is unable to obtain sufficient funds from England, and

Upon motion of Dr. Gibson,

Seconded by Mr. Bryce,

The Board gave an assurance to the President that they would assist Dr. Coulton by payment of accounts due to illness up to \$300., the same to be charged to the University appropriation for "Contingencies".

University Naval Training Division The President informed the Board that the Department of National Defence - Naval Services - was establishing a University Naval Training Division for undergraduates of the University, and that a more complete statement would be made when he had more information.

Enrolment in University Extension Courses in Marketing and Gliding In connection with recent Courses authorized in the Department of University Extension and Publicity, the President reported that the enrolment in the "Marketing" Course now totalled 298, and in the "Gliding" Course 114; and that Dr. Dunlop had informed him that each of these courses would more than pay its way.

Chief Justice Robertson appointed to Standing Committees Chief Justice Pobertson was appointed as a member of the Education Committee and of the Committee on Students' Administrative Council Matters.

Acquiring of additional property at Connaught Laboratories Farm Mr. Neilly reported that negotiations had been entered into for the purchase of additional property in connection with the Connaught Laboratories Farm.

Progress
reported re
Committee
on procedure
at Board
meetings

Mr. Neilly also reported, on behalf of Mr. Morrow, that the Special Committee appointed to consider the procedure at Board

meetings was making favourable progress and would shortly present a report to the Board.

Minutes confirmed.

The meeting adjourned at 5:45 p. m.

Lemberomieno

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, February 25th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald) The Vice-Chairman The Chancellor

The President

Chief Justice Robertson

Mr. Ross Mr. Meilly Mr. Osler

Hon. Dr. Kelly Mr. Duncan Chief Justice Rose Hon. Dr. Ferguson
Mr. LaBine
Mr. Bryce
Mr. Morrow

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCulloch Mr. Rogers

Dr. Anderson Hon. Dr. Bruce

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were doelt with:-

In accordance with notice of motion given by Mr. Ross at the meeting held on February 11th regarding the Joint Committee on University Internal Relations,

It was moved by Mr. Ross,

Seconded by Mr. Neilly,

That paragraph 6 of By-Law Number 39 be amended by striking out the words in the second line "at least two members of the Board" and substituting therefor the words "a majority of the members of the Board present".

After some discussion the above resolution was withheld.

Motion by Mr. Ross for amendment to By-Law No. 39 re Internal Committee

Federated Colleges oppose amendment

In this connection the Chancellor presented letters from the Heads of the Federated Colleges expressing opposition to this proposed amendment.

Representatives named by Victoria and St. Michael's Colleges

The Secretary presented letters from Victoria and St. Michael's Colleges setting out their respective representatives on the Joint Committee on University Internal Relations, and also the following report of this Committee:-

Report of Joint Committee re University Internal Relations

"To the Board of Governors, University of Toronto.

Gentlemen: -

Your Committee begs to report that it held a meeting in the Board Room, Sincoe Hall, on Wednesday, February 24th, 1943, at 3 p.m., at which the following were present:-

Members of the Board The Chancellor The President Chief Justice Robertson Mr. F. K. Morrow Members of the Senate Dean C. R. Young Professor W. P. M. Kennedy

Representatives from -Trinity College

St. Michael's College Victoria College University College

Provost F. H. Cosgrave Mr. Gerald R. Larkin Rev. E. J. McCorkell, C.S.B. Rev. L. J. Bondy, C.S.B. Principal W. T. Brown Mr. Wilfred C. James Principal M, W. Wallace Professor W. R. Taylor

The Bursar of the University as Secretary.

Upon motion of the Chancellor, Seconded by Mr. James, President Cody was appointed as Chairman of the Committee.

Upon motion of Mr. Morrow, Seconded by Chief Justice Robertson, Mr. C. E. Higginbottom was appointed as Secretary of the Committee.

The opinion of the members present was that the establishment of this Committee would prove of great assistance in dealing with various matters of general concern. After considering the terms of By-Law No. 39 respecting this Committee, the meeting adjourned at 3:45 p.m. for further consideration at a later date.

Respectfully submitted,

February 24th, 1943.

(Sgd) H. J. Cody Chairman of Committee."

Royal Canadian Institute lease re 198 College Street

In connection with the request of the Royal Canadian Institute for a renewal of the lease of 198 College Street, consideration was given to this matter and -

It was moved by Dr. Gibson.

Seconded by Mr. Duncan.

And Carried -

That if the Royal Canadian Institute is not prepared to continue as "tenants at will", the University will grant a renewal of the lease for 21 years from 1st October, 1938, at a rental to be based on a fair valuation of the property; and that the Secretary notify the Institute accordingly.

Approval of tion for withdrawal of Mr. N. Shklov

Further consideration was given to the recommendation of the Court of Discipline for the withdrawal from the University of N. Shklov who failed to take any military training, this matter having been deferred at the last meeting pending more detailed information from the Registrar. After discussing the case the Board decided to concur in the Court's recommendation.

Report of Chairman and Presi-dent on matters dealt with

The following report of the Chairman and the President regarding action taken in connection with certain routine matters was approved:-

"To the Pourd of Governors, University of Toronto.

February 25, 1943.

Appointments

We beg to submit the following report of what, according to instructions given by the Board, we have done in regard to certain routine matters. Gentlemen: -

(1) We have approved the following appointments, all within the Estimates, the salaries connected with which are stated in detail in the appointment slips:-For 1942-43

Faculty of Arts: C. Atkins

- Temporary Lecturer in Fine Art, 2 mos. from 15 Feb. without salary (vice C. F. Comfort on leave of absence)

Faculty of Medicine: - Miss E. Marshall

- Secretary in Obstetrics and Gynaecology, 15 Mar. to 30 June (vice Miss L. Vander \$75 per mo.

Hoorn, resigned) \$75 per mo.

F. R. Wilkinson - Fellow (part time) in Surgery,
1 Jan. to 30 June \$500.

(2) We have approved of the payment of an honorarium of \$100 to Dr. Margaret Strong of the School of Social Work for extra lecture services in connection with a special wartime course, the fees for which more than cover the amount.

(Sgd) D. Bruce Macdonald, Chairman of the Board. (Sgd) H. J. Cody, President."

Honorariun to Dr. Mergaret Strong

The following recommendations of the President

were approved:-

Change in terms of award of Wilfred P.Mustard Scholarship

That the terms of award of the Wilfred P. Mustard Scholarship be changed in accordance with the following resolution of the Council of University College: -

"Second Year - Classics:

The Wilfred P. Mustard Scholarship, the gift of Dr. J. W.
Mustard and his sisters in memory of their brother, W. P. Mustard, a graduate of University College and Professor of Latin in Johns Hopkins University, of the value of \$100. The award will be made to that student who, at the annual examinations of the Second Year, stands highest of University College candidates in First Class Honours in Classics. If no candidate qualifies, the Scholarship may, at the discretion of the College Council, be awarded elsewhere for the encouragement of classical studies. It is tenable with any other scholarship awarded by the college."

Additional appropriations -

Faculty of Applied

Science

That the following additional appropriations be granted:-

Faculty of Applied Science and Engineering:

Engineering Drawing:
To provide for the payment of Assistance for the reading of essays and exercises assigned to Professor W. J. T. Wright in connection with instruction in Technical English

Secretary's Office:
"Stationery, Printing, etc."

\$200 \$300

Faculty of Dentistry

Faculty of Dentistry:

To provide for the following changes in selaries Dr. J. G. Perkin, Associate - from \$550 to \$650 Dr. A. M. Hord, Demonstrator - " \$540 " \$635

\$195

Communications were presented and dealt with as

follows: -

Recommendations of the Council of Medicine re Admission of First Year Students

From the Registrar transmitting for the approval of the Board the following recommendations of the Council of the Faculty of Medicine with regard to the admission of students in the First Year in that Faculty: -

"If medically unfit: The following letter from the Director of the University Health Service, addressed to the Secretary of the Faculty of Medicine, was considered:-

'The Health Service now provides for an annual physical examination of all students in the Faculty of Medicine. Since this examination has been in force, it has been observed that there are small numbers of students in each year who in our opinion are unfitted for the career of medicine because of physical or other defects. In view of the very necessary limitation of enrolment in Medicine, it would seem advisable that these misfits be eliminated in the Selection Board.

Recommendations re Admission of First Year Students cine (Cont'd)

It is suggested therefore that students recommended for enrolment in Medicine be given provisional admission only to the first year of the course; that where possible they be examined by the Health Service prior to the opening of the fall term, and that the results of this examination be taken into consideration by the Selection Board before final admission is granted.

The Health Service is prepared to commence such examinations in 1943 on September 15th. It would thus be possible to complete the examinations in the two weeks before the term opens.'

The Faculty therefore begs to recommend to the Senate and to the Board of Governors that the following additions to the instructions to the Committee on Admissions be enforced in the future:-(a) That the Committee on Admissions be authorized to grant Provisional Registration to students of the First Year;
(b) That immediately after September 1st (the last date for filing

applications) the Committee on Admissions grant Provisional Regis-

tration to 150 selected candidates; (c) That such selected candidates be notified at once that their Provisional Registration has been granted on condition that they agree to withdraw should their medical examination or other study. of their fitness for the course in Medicine lead the Committee to

decide not to accept them;

(d) The notice to the candidate of his being given Provisional Registration will state that he is required to present himself to the University Health Service for examination before the opening of the Session. If, for good reason, he is unable to do so, he will be required to submit himself for examination during the first

week of the Session;
(e) That any candidate may be required to present himself for a personal interview to a member or members of the Committee on

(f) That all students having Provisional Registration will be required to submit to a medical aptitude test before the end of the

first week of the Session;
(g) That when the results of the medical examination and aptitude test are available (about the beginning of the third week of the Session), all the data on the prospective candidates will be reviewed by the Committee on Admissions and final registration of such students as are accepted authorized. Students not accepted will be so notified.

Education of demobilized men and women:

The Faculty was informed that consideration was being given in the Federal Rehabilitation Programme to the probable professional opportunities in Ontario after the war and the provision that might be made by the Universities for the further training and education of demobilized men and women.

The Faculty begs to recommend that the following criterion be

applied in addition by the Committee on Admissions:

'That candidates applying for admission to the course
in Medicine who have served with the Armed Forces be given special consideration. '

Limitetion of students:

In view of the fact that the limitation of students in the First Year to not more than 150 was for 1942-43 only, it is recommended that this be adopted for future years."

Approval was given to the above recommendations with the exception of the last paragraph regarding Limitation of Students. In this connection the Board ordered that instead of the maximum of 150 students being adopted for future years, the said limitation be continued until such time as the Governors rule otherwise.

Points to be taken up by President re foregoing recommendations

It was suggested that the President discuss with the Council of the Faculty of Medicine the following points in connection with this matter:-

1. That students not accepted be notified within a stated time, say one month from the opening of the Session.

2. That personnel conducting the aptitude tests include members outside the Faculty of Medicine as well as members of that Faculty.

3. That in limiting the number of students to 150 consideration be given to the acceptance of a sufficient number which, owing to rejections, would still provide approximately the 150 referred to.

Statutes of Senate

Also from the Registrar transmitting Statutes of Senate -

Numbers 1567 - Respecting the Curriculum in Pharmacy for the Session 1943-44.

1568 - Respecting the Curriculum in Agriculture for the Session 1943-44.

1569 - Respecting the Curriculum in Veterinary Science

for the Session 1943-44.

1575 - Respecting the Curriculum in Occupational Therapy
for the Session 1943-44.

1576 - Respecting the Curriculum in Physiotherapy for the Session 1943-44.

1577 - Respecting the Curriculum of the Certificate Course in Business for the Session 1943-44.

1578 - Respecting the Margaret Eaton Scholarships, the Margaret Eaton Gold Medal, and the Emma Scott Nasmith Gold Medal.

1579 - Respecting the Diploma in Industrial Hygiene, and the Course of Instruction leading thereto.

and these Statutes were approved.

Provision for services for athletic injuries by University Health Service

From Dr. R. W. I. Urquhart, Director of University Health Service, submitting a schedule in connection with expenditures for athletic Injury care, and provision for these services was approved as follows:-

Cost of necessary diagnostic X-rays.

2. Anaesthetist's fees at Workmen's Compensation Board rates.

3. Surgeon's fees at Workmen's Compensation Board rates.

4. Operating Room fees if charged by a hospital.5. Hospitalization costs to the extent of \$2.00 per day for a maximum period of 30 days.

Remission of tuition fees to Allan H. Morrish under a National Research Council Bursary

From Professor E. F. Burton, Department of Physics, recommending that Allan H. Morrish, a student at the University of Manitoba who is making application for a National Research Council Bursary, and who desires to do post graduate work at the University of Toronto, be granted free tuition; and the Board ordered that if Mr. Morrish enrols in the School of Graduate Studies for the Session 1943-44 he be allowed free tuition, which at the present time amounts to \$125.00.

Continuance of appointment of Mr. John

Resignation of Wrs.Grace McCann

Proposal from Victoria College re transfer of No. 63 St.George for certain concessions in Park

From Dean Young requesting that the appointment of Mr. John Brown, a Laboratory Assistant in the Department of Civil Engineering: Municipal and Structural, be continued for the year commencing July 1st, 1943, in view of the fact that although Brown would automatically be retired on pension as of June 30th, 1943, having reached the age of 70 years, he is still in good health and it is impossible to obtain a younger man on a permanent basis at the present time. Approval was given to the Dean's recommendation that this appointment be continued.

From Dr. R. D. Defries reporting the resignation of Mrs. Grace A. McCann, Research Assistant in the Department of Physiological Hygiene, School of Hygiene, effective February 27th, 1943.

From Principal Brown of Victoria College outlining a proposal for the transfer to the University of the property known as No. 63 St. George Street as follows: -

"The Board of Governors, University of Toronto.

At the time of Church Union, Victoria University received the property at 65 St. George Street. It has a frontage on St. the property at 65 St. George Street. It has a frontage on St. George of 104 ft. and has an area of approximately 20,000 sq. ft. It was valued by the Property Commission, which settled the differences between the churches, at \$45,100. During the last eleven years it has been occupied by Principal Davidson of Emmanuel College. Upon his retirement this year, it is the intention of Victoria University to dispose of the property, and as we understand that the University of Toronto is interested in property on this street, we ere offering it to you in exchange for leases on two pieces of property on this side of the campus - the Drynan or Kerr property and Wymilwood - on the following conditions:

1. That the Drynan property be included in the lease of the block in which Victoria College stands at a rental of \$1.00 per

block in which Victoria College stands at a rental of \$1.00 per

year, and that the University forego the cumulative arrears of rent owing to this lot as of this date.

2. With respect to Wymilwood, the 42-year lease which falls due this year and which is renewable every 21 years in perpetuity should be re-leased to Victoria University at \$1.00 per

year on the following conditions:(e) That Victorie surrender its right to a perpetual lease and accept a lease which may be terminated by either party on reasonable notice, say three years.

party on reasonable notice, say three years.

(b) That in the event of the termination of such lease, the University of Toronto agree to pay to Victoria the replacement value for the buildings of Wymilwood, the price to be settled by arbitration.

(c) If the University of Toronto should give notice of the termination of the lease, that the University would agree to assist Victoria University in securing additional land to replace the Wymilwood property by exercising the powers of expropriation as provided in the University Act.

Proposal of Victoria College (Cont'd)

Representatives of our Property Committee are willing to meet with your Property Committee and discuss this matter if the Board of Governors so desires.

Trusting to hear from you in this matter, I am,

Yours faithfully,

February 11th, 1943.

(Sgd) Walter T. Brown, Secretary, Board of Regents."

This matter was referred to the Property Committee for consideration and report.

Caroline Macdonald Bursary in School of Social Work

The Bursar presented the following letter from Miss Annie B. Francis and Miss Evelyn E. Conlin, acting on behalf of the Caroline Macdonald Memorial Scholarship Committee, in which the Committee offers to establish in the School of Social Work at the University of Toronto "The Caroline Macdonald Bursary":-

"C. E. Higginbottom, Esq., Bursar and Secretary to the Board of Governors, University of Toronto, Toronto, 5.

Dear Sir: -

RE: Caroline Macdonald Bursary Fund

The Committee of the Caroline Macdonald Bursary Fund give to the Governors of the University of Toronto the securities and

cash remaining in our hands, consisting of the following:\$1,000.00 Province of Manitoba 6% due April 1947.

1,000.00 Dominion of Canada 4½% due November 1958.
600.00 War Loan 3% due June 1951.
217.82 cash

These funds are to establish 'The Caroline Macdonald Bursary' as a memorial to Caroline Macdonald, to be awarded under the following conditions:-

1. That the Bursary be awarded annually to a student in the School of Social Work at the close of the First Year.

2. That the student be preferably an Oriental, but failing a suitable Oriental student the award to be made to another student.

3. That the recipient be a student who in the judgment of the School shows promise of leadership in Social Work; and that consideration also be given to the needs of the student.

4. That the amount of the award be \$100 annually until such time as the present securities mature, when the amount of the award will be the income from the fund.

5. That any surplus income received in addition to the annual award of \$100 be added to the fund.
6. That the first payment of \$100 for the Bursary award be made in 1943-44 from the funds available in cash received from the Committee.

7. That in the event of no award being made in any year there

may be two awards of \$100 each in any subsequent year.
8. That the said Bursary be awarded upon the recommendation of a Committee of Award consisting of the following:-

(a) The Director of the School of Social Work.

(b) The President or a representative appointed by him.

(c) The Bursar of the University.

Caroline Macdonald (Cont'd)

9. That if in the opinion of the Governors of the University of Toronto it should become impossible, inadvisable or impracticable to apply the income from the said fund for the said purposes, or if the Board is of the opinion that part of the said income is or if the Board is of the opinion that part of the said income is not required for such purposes, the Board shall use the income or such part thereof in such manner as in their discretion may seem for the best advantage of the University for other purposes consonant with the spirit and intention of this gift; but if in the opinion of the Board it is impossible, inadvisable or impracticable to utilize the income or such part thereof for such other purposes, then the Board shall use the income or such part thereof for such other purposes of the University as the Board may determine.

> On behalf of the Caroline Macdonald Memorial Scholarship Committee -

February 24th, 1943.

3,200.00

(Sgd) Annie B. Francis Evelyn E. Conlin."

This offer was accepted by the Board with grateful thanks and appreciation, and the conditions of award were referred to the Senate for consideration.

Donation from Dr. George W. for bur-sary in

The Bursar also presented a letter from Dr. George W. Gibbon, Englehart, Ontario, transmitting a cheque for \$150 in appreciation of the bursary of \$100 granted to him in his final year in Medicine at the University, and of the assistance such a bursary can be to a poor student. The Governors expressed much appreciation at the action of Dr. Gibbon.

Students! ment offer of Scholarship

The President reported the offer of the Dental Students' Parliament, through Dean Mason, to establish a Scholarship at the University. While approving of the intention of the Students' Parliament, the Board was of the opinion that it could take no action until the matter was presented to it in fuller detail, and the President was requested to obtain further information in this connection.

Other donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

National Research Council: as an accountable advance for Project Medicine 20 under Dr. P. H. Greey, Department of Pathology and Bacteriology. as an accountable advance for Project F.E.11934 - A.M.32

under Professor H. Grayson Smith, Department of Physics. Miscellaneous:

\$\frac{1}{95,000.00}\$ from the Provincial Minister of Health representing the grant for 1942-43 to the School of Hygiene towards the grant for 1942-43 to the School of Hygiene towards the cost of additional courses of instruction for health officers.

Donations (Cont'd)

Miscellaneous (Cont'd): from the Imperial Oil Limited for their Fellowship in the School of Graduate Studies for 1943-44. from Mr. Ben Sadowski for the Sadowski Scholarships in Sociology and Social Work for 1943.

500.00

from the Hon. H. J. Cody as a further donation to the fund for "Cody Medals in Medicine"; which sum, at Dr. Cody's request, to be invested in Canada Perman-300.00

ent Mortgage Corporation debentures.

from the Association of Professional Engineers of the 300.00 Province of Onterio, making a total of \$400 for the years 1942-43 and 1943-44 for their Scholarships in the Faculty of Applied Science and Engineering.

Finance Committee Peport No. 149

Report Number 149 of the Finance Committee was

read and approved as follows:-

Fidelity Insurance on employees

The Finance Committee begs to report to the Board of Governors that it has been considering for some considerable time the question of changing the present form of Guarantee Bonds and Fidelity Insurance carried on the members of the staff of the University to a blanket policy, which would include the various separate units such as -

Connaught Laboratories Insulin Committee Hart House Athletic Association

Students' Administrative Council

After consultation with these units assurance has been given that they are sympathetic to the proposal.

Your Committee reports progress in this matter and will report further to the Board in connection with the same.

Respectfully submitted.

(Sgd) Geo. H. Ross Chairman.

February 23rd, 1943.

Notice of motion by Mr. Morrow re report on expediting procedure at Board meetings

Mr. Morrow, as Chairman of the Special Committee appointed to consider ways and means of expediting the procedure at Board meetings, gave notice of motion that the Committee's report of February 15th, 1943, copies of which were distributed to the members of the Board, be considered at the next meeting to be held on Thursday, Merch 11th.

Mr. Neilly's invitation to dinner and Connaught Laboratories

Mr. Balmer Neilly extended an invitation to the members of the Board to a dinner at the York Club following the Board meeting on April 8th and to the Connaught Laboratories afterwards to inspect the work in progress there, and this kind invitation was much appreciated.

The meeting adjourned at 6:30 p.m.

en Mesenting a

Minutes confirmed.

man. 116 1943

Chairman.

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, March 11th, 1943, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)

The Chancellor

The President

Mr. Ross

Mr. Burns

Mr. Neilly

Chief Justice Rose

Hon. Dr. Ferguson

Chief Justice Robertson

Mr. Addreson

The Bursar was present as Secretary.

Welcome to Flight-Lieutenant Burns

Mr. Burns, now holding the rank of Flight-Lieutenant in the Royal Canadian Air Force, who was on leave of absence, was welcomed by the Chairman.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Gibson Mr. Duncan
Mr. McCullagh Mr. Rogers
Mr. McCulloch Hon. Dr. Kelly

The minutes of the last meeting were read and con-

firmed.

Arising out of the minutes the following matters

were dealt with: -

Mr. Ross' motion re amendment to By-Law No. 39 withdrawn

In connection with By-Law Number 39 regarding the Joint Committee on University Internal Relations, Mr. Ross withdrew his previous motion for an amendment to paragraph 6 and presented the following resolution which was passed in its stead:-

New amendment moved by Mr.Ross to By-Law No. 39 approved

It was moved by Mr. Ross,

Seconded by Mr. Neilly,
And carried unanimously That paragraph 6 of By-Law Number 39 be amended to read

as follows:-

"Should any question arise that would seem, to any of the constituent parties hereinafter named, to prejudice the harmonious relationship existing between the various constituent units of the University, it shall be the right of the Board of Governors of the University of Toronto, the Senate of the University of Toronto, the Council of University College, the governing bodies of Trinity, St. Michael's or Victoria Colleges, or any one of such governing bodies, to refer such question to the Committee on Internal Relations for consideration and report.

The Internal Relations Committee, upon receipt of such

The Internal Relations Committee, upon receipt of such request, shall formally notify the Board of Governors, enclosing a copy of the reference, and at the next succeeding meeting of the Governors, a time and place shall be set for the receipt

and consideration of the Committee's report."

Above resolution cancels one moved by Mr. Neilly

This resolution cancels the one moved by Mr. Neilly and approved at the meeting of February 11th, and Mr. Ross stated that in interviews with the Heads of Trinity, St. Michael's and Victoria Colleges they had approved of this change.

Chancellor's motion re scheme to make public Board's proceedings

In accordance with the notice of motion given by the Chancellor, of which the members were advised by the Secretary on March 5th -

It was moved by the Chancellor, Seconded by Chief Justice Rose,

That it be referred to a Committee, to be composed of the Honourable the President, Dr. Cody, the Hon. Dr. Bruce, the Hon. Mr. Ferguson, the Hon. Chief Justice Robertson, the Rev. D. B. Macdonald, Mr. Morrow and Dr. Anderson, to consider whether it was advisable to establish a scheme for making public the proceedings of the Board and if so its nature, and to report its nature to the Board, and that the President be its convener.

On a vote of the members the motion was lost.

Report of Special Committee re Board procedure

Also in accordance with previous notice, Mr. Morrow presented the following report of the Special Committee appointed to consider ways and means of expediting the procedure at Board meetings:-

"To the Board of Governors, University of Toronto.

Gentlemen: -

Your Committee begs to report that it has held two meetings in the office of Colonel H. D. Lockhart Gordon of the firm of Clarkson, Gordon, Dilworth & Nash, University Auditors, as follows:-February 2nd, 1943:

Present - Mr. Morrow (Convener) Mr. Neilly

Mr. Osler Mr. Ross

February 15th, 1943: Present - Mr. Morrow (Convener)

Mr. Neilly Mr. Osler

Colonel Gordon Mr. R. J. Dilworth

The Bursar as Secretary.

Colonel Gordon

The Bursar as Secretary.

Report of Special Committee re Board procedure (Cont'd)

The Committee considered at length the various matters usually included in the agenda for the Board meetings, and begs to

make the following recommendations:-

1. That an Executive Committee be appointed consisting of three members - the Chairman of the Board, the President, and the Chairman of the Finance Committee; this Committee to be given authority to consider and deal with certain routine matters between Board meetings and subsequently report their action to the Board.

2. That the agenda for the meetings consist of material for

presentation to the Board as follows:-

The President's business

A. Appointments

B. Transfers

C. University Extension material D. Statutes of Senate E. Miscellaneous

The Bursar's business A. Business arising out of

minutes

General business, including Financial Statement

C. Documents and agreements

D. Donations
E. Reports of Committees

That the agenda be prepared so that the various matters 3. That the agenda be prepared so that the various shall be lettered, such as A,B,C, etc., and the sub-sections numbered 1,2,3, etc.

4. That each member of the Board be provided with a folder

containing a copy of the agenda, etc., for each meeting.

5. That all matters for presentation to the Board must be in the hands of the Bursar not later than noon of the Tuesday immediately preceding the Board meeting.

6. That a monthly financial statement showing 'Assets and

Liabilities' and 'Revenue and Expenditures' in the form prepared by the University Auditors, a copy of which is attached hereto, be presented to the Board, with the following changes:

(a) That the investments of the Connaught Laboratories and the Banting Research Foundation shown under 'Assets' be

included under the heading of 'Trusts'.

(b) That the note at the foot of the page be revised as

follows: -

NOTE: Certain of the assets and liabilities of the Toronto Conservatory of Music and Connaught Labora-

tories are not included in the above balance sheet.

Your Committee further recommends that the first meeting in each month be reserved, so far as possible, for the reception and discussion of Committee reports and the consideration of

more general matters having to do with questions of general policy.

These arrangements to be subject to revision as the occasion demands, and it is foreseen that this proposed method of procedure if adopted will necessitate an amendment to By-Law No.29.

All of which is respectfully submitted.

February 15th, 1943.

(Sgd) F. K. Morrow Chairman of Committee."

FINANCIAL STATEMENT

UNIVERSITY OF TOROUTO

BALANCE SHEET
AS AT 31st DECEMBER 1942 FUNDS AND LIABILITIES

\$13,886,051.20 General endowment Trust funds (including specific en-9,405,177.56 1,714,695.17 802,582.77 dowments) Pension and retirement funds
Annuity debentures
Contingent funds, Ontario College of
Education surplus, etc. 306,854.01 Royal College of Dental Surgeons Royal Ontario Museum, on deposit

50,000.00 11,135.91

\$26,176,496.62

Report of Special Committee re Board procedure (Cont'd)

ASSETS

Unproductive lands Leased properties	\$12,477,633.94 58,622.40 647,615.71
Investments: Connaught \$ 551,816.70 Trusts 7,286,481.04 University 2,753,603.85	
Banting	11,345,285.23 399,416.51
Sundry receivables and advances less credit balances	110,097.70
Royal Ontario Museum investment Ontario Government Annuities	248,376.30 36,711.55
(16 George V, Cap. 69) Ontario Government Annuities (18 George V, Cap. 55)	212,578.70
Superintendent's Stores Revenue account:	22,253.85
Balance at debit 30th June, 1942 \$ 541,437.63	
Add excess of expen- diture over revenue	
as per statement attached 76,467.10 Balance at debit 31st December,194	2 617 904 73
Dalance at debit bist December, 194	017,304.70

\$26,176,496.62

NOTE:

of the assets and liabilities of the Toronto Conservatory of Music and Connaught Laboratories none of the former institution and only some of the latter are included in this statement.

STATEMENT SHOWING COMPARISON OF REVENUE AND EXPENDITURE WITH ESTIMATES

FOR THE SIX MONTHS TO 31 DECEMBER 1942

FOR THE DIA MONTHS TO SE IN			
	T	otal to date	Estimate for yea
REVENUE:			
Legislative grants	\$	250,000.00	\$ 1,567,000.00
Fees		832,503.30	1,000,000.00
Infirmary receipts - dentistry		12,888.15	33,000.00
Investment and land income		81,193.29	170,000.00
Men's residences		20,220.00	20,000.00
Women's residences and union		33,354.98	70,000.00
		2,523.66	60,000.00
Central Power Plant		۵,۵۵۵,۵۵	00,000.00
Photographic services and casual		0 508 04	E 000 00
revenue		2,507.96	5,000.00
University Press	-	10,000.00	10,000.00
	\$	1,245,191.34	\$ 2,935,000.00
EXPENDITURE:			
Expenditures to date	\$	1,281,423.68	\$ 2,987,068.00
Interest allowed to special funds		1,937.96	73,000.00
Wartime bonus to salaried employe			· ·
(not including tradesmen or tho			
paid on an hourly basis)	50	38,296.80	100,000.00
pard on an nourry basis,	4	1,321,658.44	\$ 3,160,068.00
	9	1,001,000.44	\$ 5,100,000.00
The same of the sa	dh	DC 46D 10	\$ 225 OSP OO
Excess of expenditure over revenue	35	76,467.10	\$ 225,068.00

NOTE:

This statement does not include the revenue and expenditures of the Connaught Laboratories or the Toronto Conservatory of Music.

Changes authorized in report re Board procedure

After a lengthy consideration of the matter the report was adopted with the following changes in the clauses specified:-

That an Executive Committee be appointed consisting of three members -The President (Convener) The Chairman of the Board
The Chairman of the Finance Committee, or
his representative

The Bursar as Secretary.

This Committee to be given authority to consider and deal with certain routine matters such as Routine appointments within Estimates

Transfers in appropriations within Estimates Additional appropriations in University Extension between Board meetings and subsequently report their action to the Board at the next Board meeting.

2. That the agenda for the meetings consist of material for presentation to the Board as follows:-

The President's business
A. Report of Executive Committee
B. Appointments

C. University Extension material

D. Statutes of Senate

E. Miscellaneous

The Bursar's business A. Business arising out of minutes

B. General business, including Financial Statement

C. Documents and agreements

D. Donations
E. Reports of Committees

6. That sub-section (b) be referred to the Auditor and the Bursar for consideration.

Notice of motion to amend Bv-Law No. 29

Mr. Morrow gave notice that he would move at the next meeting of the Board that a By-Law be passed covering the above amendments to By-Law Number 29.

Practice prevailing re admission of First Year Medical Students

The President stated that he had taken up with the Council of the Faculty of Medicine the points suggested by the Board in connection with the admission of First Year students, and had been informed that the following practice had prevailed:-

That the usual limit of time before a student was finally accepted was three weeks. That in connection with making provision for more than the 150 limitation in students in the event of rejections, this was not necessary as only very few are eliminated.

Report of Chairman and President on matters dealt with between meetings

The following report of the Chairman and the President regarding action taken in connection with certain routine matters was approved:-

March 11th, 1943.

"To the Board of Governors, University of Toronto.

Gentlemen: -

We beg to submit the following report of what, according to instructions given by the Board, we have done in regard to certain routine matters:-

Appoint-

ments

(1) We have approved the following appointments, all within the Estimates, the salaries connected with which are stated in detail in the appointment slips:-

For 1942-43

Faculty of Medicine: T. H. Hodgson

- Junior Demonstrator in Ophthalmology (cancelling previous appointment vide folio 137)

\$600

School of Hygiene: J. Markle

- Technician in Physiological Hygiene, 8 March to 30 June \$960 per an.

School of Nursing:
Mrs. Lillian M. Clarkson- Stenographer, 1 March to 30

\$ 80 per mo. (2) We have approved one appointment in the Course in Physiotherapy, ten in the Evening Tutorial Classes for Gliders and Gliding, twenty-two in the Evening Classes in Personnel Administration. (3) We have recommended the expenditure of \$400, from the balance on hand, to be spent on a clinical laboratory for the Univer-

sity Health Service.

(Sgd) D. Bruce Macdonald, Chairman of the Board. (Sgd) H. J. Cody, President."

Appointments in University Extension

Additional vote in

Health Service

Following are the appointments referred to in

Clause 2 of the foregoing report:-

Department of University Extension and Publicity: Course in Physiotherapy: - Instructor in Remedial Gymnastics \$600 Miss Margaret Finley Evening Tutorial Classes - Gliders and Gliding: - 1 lecture and supervision - 3 lectures - 1 lectures 15 W. J. Jakimiuk 25 Waclaw Czerwinski 15 R. E. Young - 2½ lectures 40 Bernard Etkin - ½ lecture 5 W. Stepniewski - 1 lecture 10 E. W. Hewson T. Tarczynski B. Baranowski 10 - l lecture - l lecture 10 H. Stykolt - 1 lecture - 1 lecture 10 5 Evening Classes in Personnel Administration: - Supervisor 360 J. A. Long K. S. Bernhardt W. H. C. Seeley W. C. Kuebler 330 - Supervisor 15 - 1 lecture - 1 lecture
- 3 lectures
- 2 lectures
- 1 lecture
- 2 lectures
- 4 lectures 45 30 W. N. Bourke 15 30 30 30 30 30 H. C. Hudson W. R. Laughlen C. E. Shumaker Harry Taylor E. E. Sparrow Frank Robinson C. I. Scott
C. H. Fraser
Miss Grace Hyndman
C. Flood
C. F 60 30 30

Appointments in University Extension (Cont'd)

Evening Classes in Personnel Administration (Cont'd): H. H. Stedman - 4 lectures - 2 lectures \$60 Douglas Chant 30 J. A. Long 15 - 1 lecture 30 T. A. Moran - 2 lectures K. A. Burgess J. W. Temple G. J. Rogers 45 - 3 lectures - 1 lecture 15 15 - 1 lecture

Re-appointment of Principal Wallace and Professor St.E.deChamp for 1943-44

The President presented a recommendation on behalf of the Committee on Retirement of Professors for the re-appointment for the academic year 1943-44 of Principal M. W. Wallace of University College, also Professor of English and Head of the Department of English, and of Professor St. E. de Champ as Professor of French in the Faculty of Arts, and upon motion of Mr. Morrow this recommendation was approved.

Communications were presented and dealt with as

follows: -

Statute of Senate re School of Law

From the Registrar transmitting Statute of Senate No. 1565 respecting Courses of Study in the School of Law for the Session 1943-44, and this Statute was approved.

Lease re No. 78 Queen's Park for use of W.R.E.N.S.

From the Superintendent transmitting form of lease from the University to the Department of National Defence for the renting of No. 78 Queen's Park for the Women's Royal Canadian Naval Service. The Bursar drew attention to the following changes made by the Government in the original proposal, but after discussing the matter approval was given. for the execution of the lease on behalf of the Board:-

1. The lease is made on a monthly basis, not to run more than six months after the duration, whereas the University proposed a lease for the duration and six months thereafter.

2. The lease is dated January 16th, the date on which the W.R.E.N.S. moved in, whereas the University requested that the date be December 10th, at which time the keys were handed over.

3. No provision is made for requiring the tenant to re-

store the buildings and grounds to the satisfaction of the owner.

Request of Professor C.H.Best for an Institute of Physiology

From Professor C. H. Best in connection with the creation of an Institute of Physiology referred to in the report of the Special Committee appointed in 1940 to consider the advisability of establishing an Institute of Physiology at the University. Professor Best in his letter emphasized the necessity for additional space to accommodate the research activities of the Banting and Best Department of Medical Research and the Institute of Physio-logy (Cont'd)

Department of Physiology, and stated the need for new quarters for Physiology, preferably adjoining the Banting Institute. This matter was referred to the above-mentioned Committee for consideration.

Change in terms of award re Caroline Macdonald Scholarship From Miss A. B. Francis stating that one of the members of the Caroline Macdonald Scholarship Committee had requested that condition No. 1 in the terms of award of the scholarship recently donated by them be changed to read as follows, to which approval was given:-

"That the bursary be awarded annually to a student in the School of Social Work proceeding to the work of the second year in that course."

Dental Students' Parliament Scholarship In connection with the offer of the Dental Students' Parliament to establish a scholarship at the University, the President presented a letter from Dean Mason transmitting the following minutes of the Executive Committee adopted by the Council of the Faculty of Dentistry:-

"RE STUDENTS' PARLIAMENT SCHOLARSHIP FUND

The President of the Students' Parliament asked permission of the Faculty Council to change the Constitution of Students' Parliament in order that a portion of the funds now regularly allotted to the Injury Fund may be diverted to the establishment of a Students' Parliament Scholarship Fund, on the following terms:

1. The amount so allotted shall be divided equally between each of the Classes in the Five-Year Course.

2. Awards shall be made on the same terms as those now

2. Awards shall be made on the same terms as those now governing the Wallace Seccombe Prize for General Proficiency.

3. In the Fifth Year the Students' Parliament Scholarship shall be awarded to the student who obtains second place in competition for the Wallace Secombe Prize for General Proficiency.

4. The amount to be allocated from the Students' Parliament Fee shall be approximately fifty cents, and must not exceed one dollar per student. The portion of the one dollar assessment remaining after the disbursement of the amount to be set aside for the Scholarship Fund shall be credited to the Injury Fund.

The Cabinet of the Students' Parliament, at the end of each academic year, with the consent of the Faculty Executive and the Auditor, shall determine the amount to be assigned the Scholarship Fund; which decision will be conditioned upon the number of claims made for injuries and the amount already credited to the Injury Fund.

The Students' Parliament conveys to the Faculty Council a desire to have this new award made available for the 1942-43 Classes.

There is the further intimation that the Constitution of the Students' Parliament is presently being amended in order that, instead of allocating the sum of one dollar per student to the Injury Fund, as formerly was the case, approximately half this amount will be so designated.

A motion for acceptance of this Scholarship was approved and recommended for transmission to the Faculty Council."

Dental Students' Parliament Scholarship (Cont'd) This offer was gratefully accepted by the Board and the conditions of award were referred to the Senate for consideration. The President informed the Board that the annual amount of the scholarship was to be \$150.00 and that the Students' Parliament desired to have the first award available for the 1942-43 classes.

Donations -

Other donations were reported as follows and were accepted with thanks and appreciation:-

Department of National Defence - Army: as an accountable advance for Project C.W. 548 under Dr. A. M. Wynne of the Department of Bio-Chemistry. as an accountable advance for Project C.E. 42, under 200.00 Professor E. F. Burton, Department of Physics. Miscellaneous: from the National Research Council for Project C-1000-27 under Professor A. R. Gordon in Chemistry. from the Rockefeller Foundation representing the first 2,500.00 1.625.00 quarterly instalment of appropriation RF 39001 for research in Psychiatry.
from Mr. John Yaremko on behalf of the Graduates in Law
for their Scholarship for 1942-43. from Miss Jean I. Masten as a donation towards the Prize 25.00 in the School of Law in memory of her father, the late Mr. Justice Masten. from the Ontario Chapter of the American Society of Heating and Ventilating Engineers to cover the award of 25.00 their Prize for 1942-43.

Current Expenditure The Bursar presented the Summary of Receipts and Expenditures for the month of February, and also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of March and the first part of the month of April. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000.00) be issued to the Bursar.

Appointment of
Dr. C. H.
Best to
Health
Division
of Rockefeller
Foundation

The President informed the Board that Dr. C. H. Best had been elected Chairman of Scientific Directors of the International Health Division of the Rockefeller Foundation. The Governors were extremely pleased to learn of the honour thus conferred upon Dr. Best, and the Secretary was instructed to convey to him the Board's sincere congratulations.

Connaught Laboratories Estimates to be presented at meeting of March 25th The Secretary presented a letter from Mr.

Neilly formally advising the Board of Governors that it was the intention of the Connaught Laboratories Committee to present their Estimates for the fiscal year ending March 31st, 1944, at the next meeting to be held on March 25th.

Judeled.

The meeting adjourned at 5:35 p. m.

Minutes confirmed.

Ludeschleiner

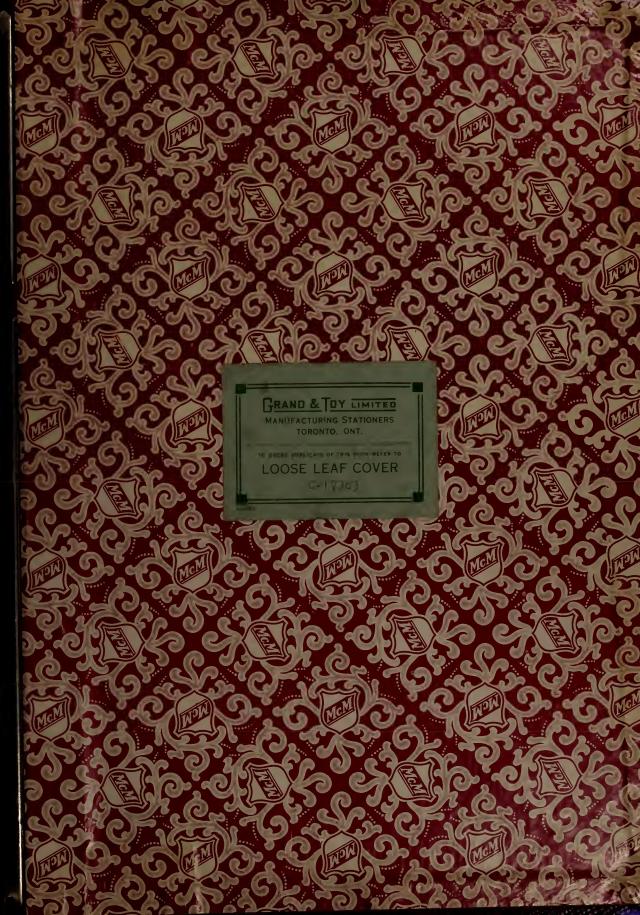
Chairman.



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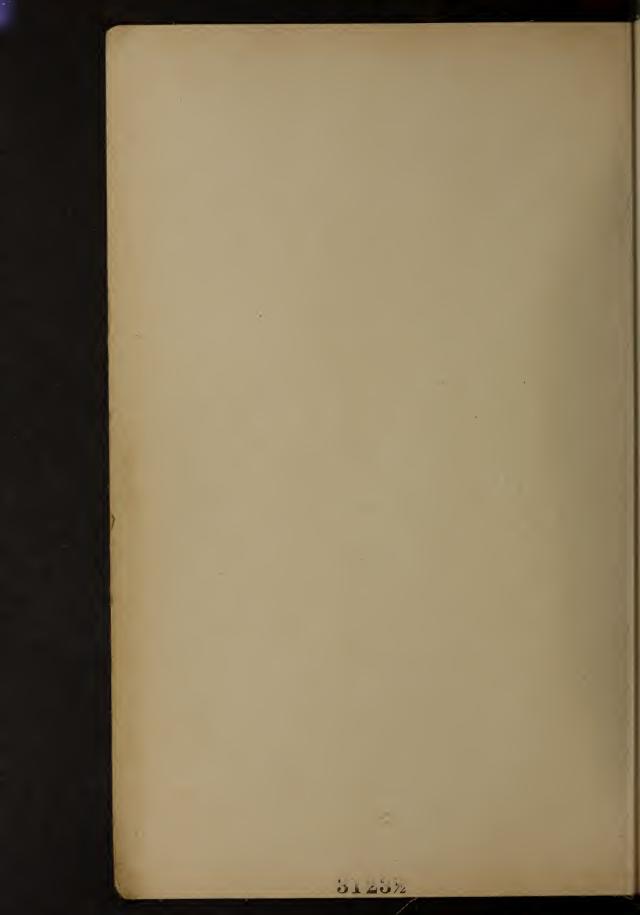
SEE THAT ALL STUDS ARE ENGAGED BY SLIDING PINTLES, WITH KEY TWIST OFF HOOKED END OF SLIDE AND WITH ROD END OP KEY PUSH SLIDE TO ENGAGE LOCK.











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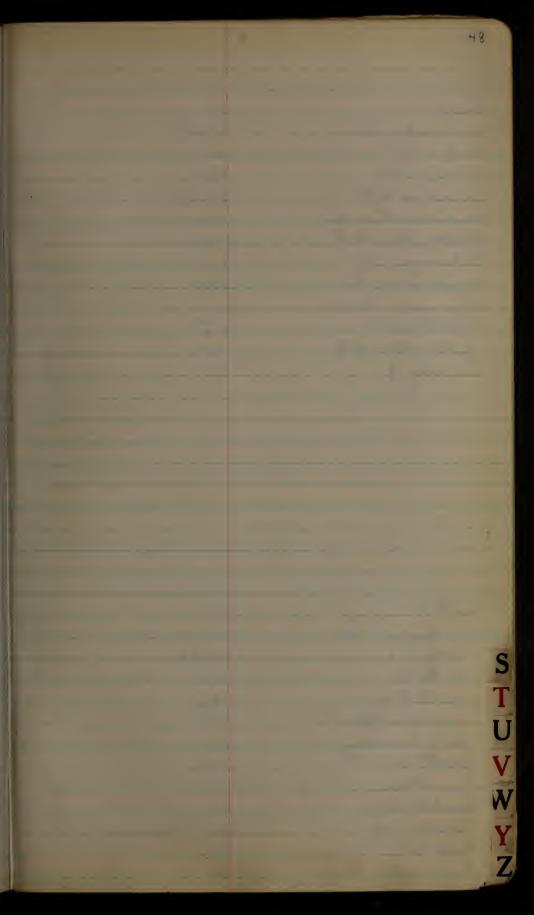
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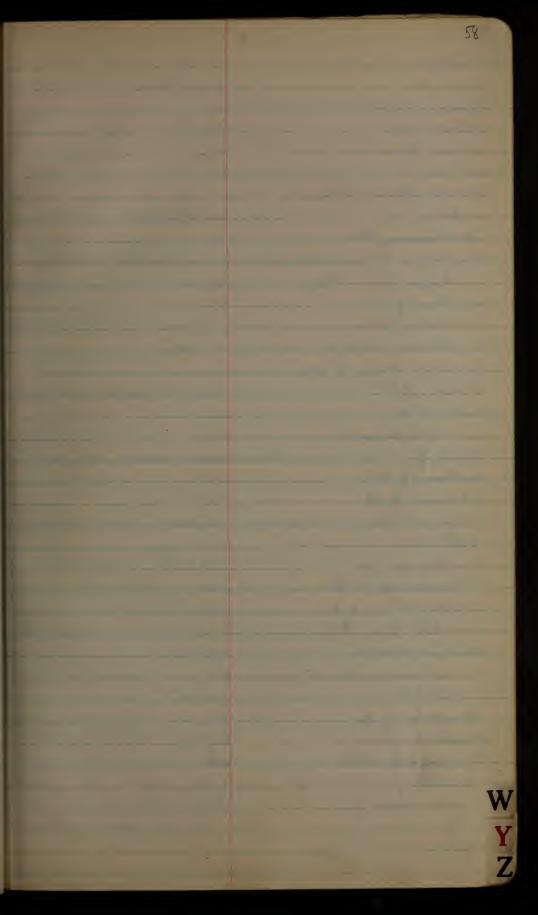
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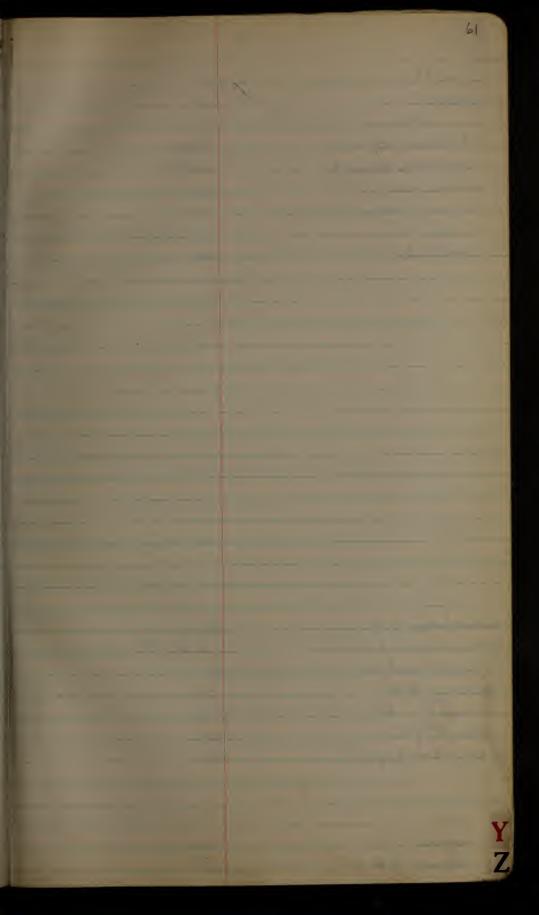
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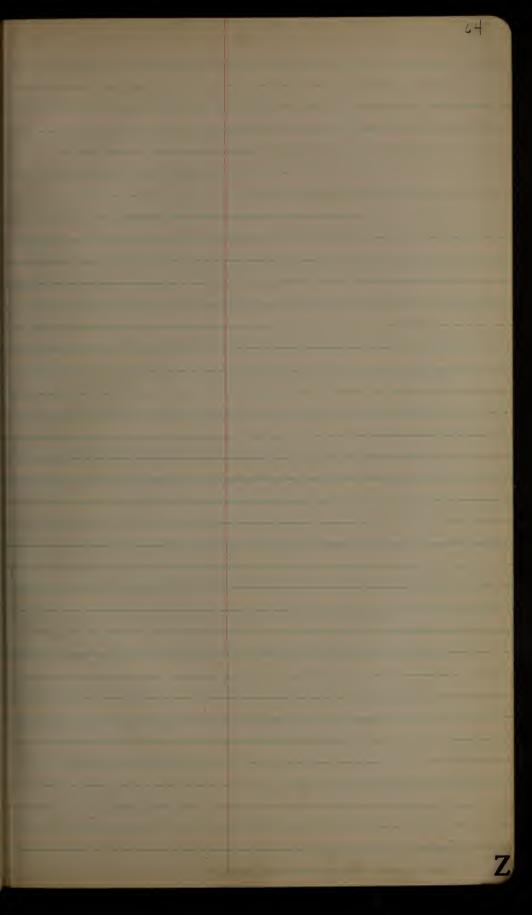
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